



TOWN BOARD REGULAR MEETING
May 9, 2016 - 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. Resolution No. 2016-27- A Resolution Pursuant To Section 3.7 Of The Town Of Windsor Home Rule Charter Appointing Paul Rennemeyer To Serve As The Town Board Representative From District 4 To Fill The Unexpired Elected Term Of Kristie Melendez
 - Legislative action
 - Staff presentation: Patti Garcia, Town Clerk
4. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration by the Board
5. Proclamation – National Public Works Week
6. Proclamation – National Police Week
7. Proclamation – Mental Health Month
8. Board Liaison Reports
 - Mayor Pro Tem Baker – Parks, Recreation & Culture Advisory Board; North Front Range/MPO alternate
 - Town Board Member Morgan – Water & Sewer Board; Clearview Library Board
 - Town Board Member Bennett – Planning Commission; Windsor Housing Authority
 - Town Board Member Rennemeyer – Historic Preservation Commission; Great Western Trail Authority
 - Town Board Member Boudreau – Chamber of Commerce; Planning Commission alternate
 - Town Board Member Adams – Tree Board; Poudre River Trail Corridor Board
 - Town Board Member Melendez – Downtown Development Authority; North Front Range/MPO
9. 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 Deputy Town Clerk prior to the start of the meeting.

B. CONSENT CALENDAR

1. Minutes of the April 25, 2016 Town Board Meeting – K. Eucker
2. Resolution No. 2016-28 - A Resolution Approving the Agreement in Anticipation of Development between the Town of Windsor and Windsor Investments, LLC and JBT Associates, LLC Regarding a Single-family Detached Residential Development of Property Located in the Interstate 25/State Highway 392 Corridor Activity Center-I. McCargar
3. Resolution No. 2016-29 - A Resolution Adopting and Reaffirming the Larimer County and Weld County 2016 Multi-Jurisdictional Hazard Mitigation Plans – J. Michaels
4. Resolution No. 2016 -30 - Approving a Memorandum of Understanding between the Town of Windsor and the Colorado Department of Public Safety, Division of Fire Prevention and Control, for the purpose of Coordinated Building Inspection Services – S. Ballstadt
5. Report of Bills for April 2016 – D. Moyer

C. BOARD ACTION

1. Resolution No. 2016-31 – A Resolution Approving a Final Site Plan – Lake View Addition to the Town of Windsor 7th Filing, Lot 1 – Joe Shrader, applicant
 - Quasi-judicial action
 - Staff presentation: Josh Olhava, Senior Planner
2. Public Hearing – Final Major Subdivision – South Hill Subdivision 2nd Filing – Patrick McMeekin, Frye Farm Investments, LLC, applicant
 - Quasi-judicial action
 - Staff presentation: Carlin Barkeen, Chief Planner
3. Resolution No. 2016-32 – A Resolution Approving a Final Major Subdivision – South Hill Subdivision 2nd Filing – Patrick McMeekin, Frye Farm Investments, LLC, applicant
 - Quasi-judicial action
 - Staff presentation: Carlin Barkeen, Chief Planner
4. Public Hearing – Conditional Use Grant to allow a home occupation involving tutoring or instruction of more than two students at any one time in the Estate Residential (E-2) zone district –Fossil Ridge Subdivision Lot 7, Block 15, – Robin Flores, applicant
 - Quasi-judicial action
 - Staff presentation: Paul Hornbeck, Senior Planner
5. Conditional Use Grant to allow a home occupation involving tutoring or instruction of more than two students at any one time in the Estate Residential (E-2) zone district –Fossil Ridge Subdivision Lot 7, Block 15, – Robin Flores, applicant
 - Quasi-judicial action
 - Staff presentation: Paul Hornbeck, Senior Planner

6. Resolution No. 2016-33 - A Resolution Re-Appointing Teresa Ablao to Serve as the Town of Windsor Local Liquor Licensing Authority Pursuant to the Provisions of the Colorado Liquor Code and Pursuant to Chapter 6, Article I of the Windsor Municipal Code
 - Legislative action
 - Staff presentation: Kim Emil, Assistant Town Attorney

7. 15th and Walnut Street Master Plan
 - Staff presentation: Eric Lucas, Director of Parks, Recreation & Culture

D. COMMUNICATIONS

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

E. ADJOURN

TOWN OF WINDSOR

RESOLUTION NO. 2016-27

A RESOLUTION PURSUANT TO SECTION 3.7 OF THE TOWN OF WINDSOR HOME RULE CHARTER APPOINTING PAUL RENNEMEYER TO SERVE AS THE TOWN BOARD REPRESENTATIVE FROM DISTRICT 4 TO FILL THE UNEXPIRED ELECTED TERM OF KRISTIE MELENDEZ

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’s Home Rule Charter provides for the filling of vacancies as defined therein; and

WHEREAS, the election of Kristie Melendez to the office of Mayor has caused a vacancy in the District 4 representative seat to which she was elected in 2014, leaving an unexpired term of approximately two (2) years; and

WHEREAS, Paul Rennemeyer has expressed interest in filling the District 4 vacancy and serving the unexpired term associated therewith; and

WHEREAS, the Town Board has the authority to fill Town Board Member vacancies by appointment pursuant to Section 3.7.D.2 of the Town of Windsor Home Rule Charter; and

WHEREAS, Mr. Rennemeyer meets all requirements to hold office as a Town Board Member, and is otherwise qualified to serve; and

WHEREAS, the Town Board wishes to fill the District 4 representative vacancy by appointment, in order that the Town Board may conduct business with full membership.

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

1. Pursuant to Section 3.7 of the Town of Windsor Home Rule Charter, the Town Board hereby appoints Paul Rennemeyer to serve as the Town Board representative from District 4, serving the unexpired term created by the election of Kristie Melendez to the office of Mayor.
2. Before taking office, Mr. Rennemeyer shall take the oath of office, and execute a written memorandum thereof.

3. Mr. Rennemeyer's term of office through this appointment shall be subject to all conditions of office applicable to the District 4 term of office for which Ms. Melendez was previously elected.

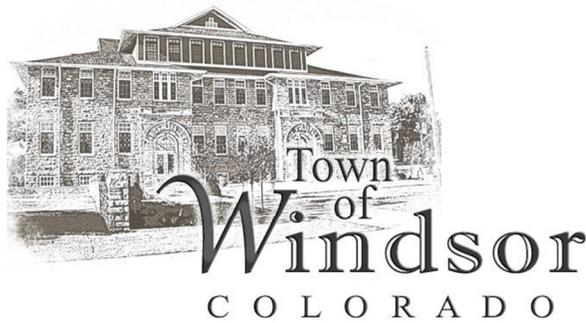
Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 9th day of May, 2016.

TOWN OF WINDSOR, COLORADO

By: _____
Kristie Melendez, Mayor

ATTEST:

Patti Garcia, Town Clerk



Proclamation

WHEREAS, Public Works infrastructure, facilities and services are of vital importance to sustainable communities and to the health, safety, and well-being of the people of Windsor; and

WHEREAS, such infrastructure, facilities and services could not be provided without the dedicated efforts of the Public Works professionals, engineers, managers and employees at all levels of government and the private sector, who are responsible for and must plan, design, build, and the operation and maintenance of transportation systems, water supply, wastewater systems, public buildings, and other structures and facilities that are essential to serve our citizens; and

WHEREAS, it is in the public interest for citizens, civic leaders, and children in the United States of America to gain knowledge of and to maintain an interest and understand the importance of Public Works and Public Works programs in their respective communities; and

WHEREA, the quality and effectiveness of these facilities, as well as their planning, design, and construction, are dependent upon the efforts and skill of Public Works officials; and

WHEREAS, the year 2016 marks the 56th Annual National Public Works Week sponsored by the America Public Works Association;

NOW THEREFORE, be it resolved that May 15-21, 2016 is recognized as Public Works Week in Windsor, Colorado.

Dated this 9th day of May, 2016.

Kristie Melendez, Mayor





PROCLAMATION
NATIONAL POLICE WEEK
MAY 15TH – 23, 2016

WHEREAS, the Congress and President of the United States have designated May 15th as Peace Officers' Memorial Day, and the Week in which May 15th falls as National Police Week; and

WHEREAS, the members of the Windsor Police Department play an essential role in safeguarding the rights and freedoms of Windsor; and

WHEREAS, it is important that all citizens know and understand the duties, responsibilities, hazards, and sacrifices of their law enforcement agency, and that members of our law enforcement agency recognize their duty to serve the people by safeguarding life and property, by protecting them against violence and disorder, and by protecting the innocent against deception and the weak against oppression; and

WHEREAS, the men and women of the Windsor Police Department unceasingly provide a vital public service.

NOW, THEREFORE, I, Kristie Melendez, Mayor of the Town of Windsor, call upon all citizens of the Town of Windsor to observe the week of May 15th – 23, 2016, as Police Week. During this week I encourage citizens to join in commemorating law enforcement officers, past and present, who, by their faithful and loyal devotion to their responsibilities, have rendered a dedicated service to their communities and, in so doing, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens.

I FURTHER call upon all citizens of the Town of Windsor to observe Sunday, May 15, 2016, as Peace Officers' Memorial Day in honor of those law enforcement officers who, through their courageous deeds, have made the ultimate sacrifice in service to their community or have become disabled in the performance of duty, and let us recognize and pay respect to the survivors of our fallen heroes.

Dated this 9th day of May, 2016

Kristie Melendez, Mayor



PROCLAMATION DESIGNATING MAY AS MENTAL HEALTH MONTH

- WHEREAS,** mental health is essential to everyone’s overall health and emotional well-being; and
- WHEREAS,** access to local, community-based prevention, intervention, and treatment services are much less likely to require more expensive alternatives of hospitalization or incarceration; and
- WHEREAS,** integrated physical and behavioral healthcare has been successful in Weld through collaborations between North Range Behavioral Health and community health centers; and
- WHEREAS,** as of December 2014, without regard for ability to pay, our citizens have access to 24/7 Crisis Services for mental health and addiction crises in Weld and throughout the state; and
- WHEREAS,** North Range Behavioral Health observes nationally recognized Mental Health Month every May to raise awareness about mental health and addictive disorders, and the importance of prevention and mental wellness.

NOW THEREFORE, be it resolved that May is recognized as Mental Health Month in Windsor, Colorado.

Dated this 9th day of May 2016

Kristie Melendez, Mayor



TOWN BOARD REGULAR MEETING
April 25, 2016 - 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.

MINUTES

A. CALL TO ORDER

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

1. Roll Call

Mayor
Mayor Pro Tem

Kristie Melendez
Myles Baker
Christian Morgan
Ken Bennett
Brenden Boudreau
Ivan Adams

Also Present:

Town Manager
Town Attorney
Town Clerk/Assistant to Town Manager
Communications/Assistant to Town Manager
Chief of Police
Director of Engineering
Town Prosecutor
Director of Parks, Recreation and Culture
Manager of Communications
Director of Economic Development
Director of Finance/IT
Chief Planner
Senior Planner
Deputy Town Clerk

Kelly Arnold
Ian McCargar
Patti Garcia
Kelly Unger
John Michaels
Dennis Wagner
Kim Emil
Eric Lucas
Katie VanMeter
Stacy Johnson
Dean Moyer
Carlin Barkeen
Josh Olhava
Krystal Eucker

2. Pledge of Allegiance

Town Board Member Morgan led the pledge of allegiance.

3. Arbor Day Poster & Poetry Contest Recognition

Mayor Melendez along with Town Board Member Adams and members from the Tree Board acknowledged the students that received awards from the poetry and poster contest.

4. A Mayoral Proclamation for the Appointment of Board And Commission Liaisons for Members of The Windsor Town Board

Mayor Melendez read the Mayoral Proclamation.

5. Proclamation for Economic Development Week

Mayor Melendez read the proclamation.

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

Mayor Pro Tem Baker motioned to approve the agenda as presented. Town Board Member Morgan seconded the motion. Roll call on the vote resulted as follows: Yeas –Baker, Morgan, Bennett, Boudreau, Adams, Melendez; Nays- None; Motion passed.

7. Board Liaison Reports

- Mayor Pro Tem Baker – Parks, Recreation & Culture Advisory Board; North Front Range/MPO alternate (formerly liaison to Water & Sewer Board)
Mayor Pro Tem Baker reported the Water and Sewer Board had no action items; there was two presentations regarding Windsor’s Water Conservation Plan and also water and sewer drainage projects for 2016.
- Town Board Member Morgan – Water & Sewer Board; Clearview Library Board (formerly liaison to Parks, Recreation & Culture and Great Western Trail Authority)
Town Board Morgan reported the Parks, Recreation and Culture Board discussed the Parks Master Plan update which included a discussion about programs to add, expand or improve upon. Also discussed the pocket park at 15th Street and Walnut and offered some guidance on what would be good amenities for that park. The grant that the pickle ball players applied for was not accepted so they may be coming before the Town Board.
- Town Board Member Bennett – Planning Commission; Windsor Housing Authority
Town Board Member Bennett had no report.
- Town Board Member Boudreau – Chamber of Commerce; Planning Commission alternate
Town Board Member Boudreau had no report.
- Town Board Member Adams – Tree Board; Poudre River Trail Corridor Board
Town Board Adams reported the Poudre River Trail Corridor Board will be holding a Trail-A-Thon on May 14, 2016 which will begin at the Poudre Learning Center.
Mr. Adams reported the Arbor Day events were a success again this year. Homeowners with sick trees may contact the Tree Board to have the tree looked at.
- Mayor Melendez – Downtown Development Authority; North Front Range/MPO (formerly liaison to Chamber of Commerce)
Mayor Melendez reported the Chamber is planning the All Town BBQ for June 2 starting at 6:30 and are seeking volunteers for the event.
Ms. Melendez reported the DDA did approve the Sertoma Club Program and 11 businesses so far have been visited by the Sertoma Club and have agreed to put up a post in front of their business. The Sertoma Club will then display US flags on nine scheduled holidays with the first flags being flown on Memorial Day.
Ms. Melendez reported formal action and adoption of the Strategic Plan should be completed in the May meeting, pop-up art at will be installed in the downtown corridor and the DDA has completed the application for the Colorado Main Street candidate status. A clean-up day for downtown has been scheduled for May 13, 2016 starting at 2:00 a.m.

8. Invited to be Heard

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

B. CONSENT CALENDAR

1. Minutes of the April 11, 2016 Regular Town Board Meeting and April 18 Special Board Meeting – K. Eucker
2. Resolution No. 2016-25 - A Resolution Approving The Sixth Amendment to an Intergovernmental Agreement Between the Town of Windsor and the Poudre Tech Metropolitan District for the Purpose of Assuring the Orderly Provision of Public Improvements in the South Hill Subdivision – I. McCargar
3. Advisory Board Appointment – P. Garcia
Mayor Pro Tem Baker motioned to approve the consent calendar as presented. Town Board Member Bennett seconded the motion. Roll call on the vote resulted as follows: Yeas –Baker, Morgan, Bennett, Boudreau, Adams, Melendez; Nays- None; Motion passed.

C. BOARD ACTION

1. Public Hearing – Final Major Subdivision Plat for The Ridge at Harmony Road Subdivision – HR Exchange LLC., The Landhuis Company, applicant/ Jeff Mark, The Landhuis Company, applicant’s representative
 - Quasi-judicial action
 - Staff presentation: Josh Olhava, Senior Planner

Mr. McCargar commented that the reason the public hearing is on the agenda tonight and the issue was not done a couple weeks ago is because Anadarko Petroleum Corporation objected to the subdivision going forward without some accommodation of its mineral interest. The Town was presented last Friday with a letter signed by a representative of Anadarko in which Anadarko stated it wishes to withdraw the objection so that will satisfy the requirements of the mineral owner statute so the presentation of evidence can move forward.

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

Per Mr. Olhava the applicant, HR Exchange LLC., represented by Mr. Jeff Mark of the Landhuis Company has submitted a final major subdivision plat, known as The Ridge at Harmony Road Subdivision. The subdivision encompasses approximately 441 acres and is zoned Residential Mixed Use (RMU). The annexation master plan and rezone that went through over a year ago required the applicant to designate 10 acres for commercial development.

Final Plat characteristics:

- 4 total phases of development
- 415 total single-family residential lots and 1 commercial lot;
 - phase 1 = ~154 residential lots
 - phase 2 = ~141 residential lots
 - phase 3 = ~120 residential lots
 - phase 4 = 1 commercial lot
- residential lots range from approximately 6,000 to 20,000 square feet in size;
- 11 open space tracts (drainage, utility & access); and
- 3 future development tracts.

The applicant held a neighborhood meeting on March 26, 2015 and there were approximately 20 neighbors in attendance. At the July 15, 2015 regular meeting, the Planning Commission approved the Preliminary Subdivision Plat as presented, subject to staff conditions. In addition, the Planning Commission held a public hearing before providing their recommendation on the final major subdivision on April 6, 2016.

The standard conditions of approval require that all remaining Town comments be addressed and the outstanding items that shall be completed prior to recordation of the plat include:

- Applicant finalizing the development agreement, incorporating all remaining staff comments.

Mr. Olhava stated one item is an area of disagreement within the development agreement that requires the Town Board to provide feedback and direction. A southern section of County Road 13 is not being improved. That road is currently a chip seal road and the Town of Windsor and Town of Timnath entered into an Intergovernmental Agreement that specifies any development occurring within this segment of County Road 13 requires the entire road be built to the standards specified by the towns. Staff has been working with the applicant to postpone improvements until the directly adjacent tract is platted or developed. The disagreement relates to the maintenance and the responsibilities of the section of County Road 13.

Mr. Olhava stated an excerpt of the development agreement reads in part, "The Developer shall maintain the chip-sealed portion of WCR 13 to a level of service satisfactory to the Town and the Town of Timnath until such time as the Town of Timnath issues final acceptance of the permanent roadway improvements on WCR 13 as specified in the Annexation Agreement. The Developer shall have thirty (30) days from the issuance of notice to correct a non-conforming roadway condition, regardless of the cause or origin of the condition. The Town may not declare a default under this Agreement during any applicable correction period on account of any non-conforming roadway condition. The Town reserves the right to complete corrective work under this sub-paragraph in the event the Developer does not comply as required."

The application is consistent with various elements of the Comprehensive Plan as well as the Vision 2025 document.

At their April 6, 2016 the Planning Commission forwarded a recommendation of approval of the final major subdivision to the Town Board as presented subject to the following conditions and staff concurs with the recommendation.

1. Applicant shall address mineral owner concerns prior to the Town Board's consideration on the subdivision;
2. Applicant shall finalize the development agreement, incorporating staff's recommended development agreement language on the chip seal maintenance and ultimate buildout of WCR13/County Line Road;
3. Applicant shall work with staff to finalize the infrastructure improvement drawings addressing all remaining staff comments;
4. All remaining Planning Commission and Town comments shall be addressed prior to recordation of the plat and development agreement; and

5. All development requirements shall continue to be met.

Staff requests the following be entered into the record:

1. Applicant and supplemental materials;
2. Staff memorandum and supporting documents;
3. All testimony presented during the public hearing;
4. Recommendation.

Mr. Baker inquired as to the rationale of not having the applicant reconstruct all of County Road 13.

Mr. Olhava stated staff has been working with the applicant since they are not developing directly adjacent to the portion of road in question but the intent was to work with the developer on delaying that section of improvement.

Mr. Baker inquired if it is the applicant's position that the Town maintains the chip seal road.

Mr. Olhava stated that is correct; the Town and Timnath would continue to maintain that chip seal road.

Ms. Melendez inquired if the towns would maintain that road until development occurs in the southern quadrant.

Mr. Olhava stated the way the language is reading is that the chip seal be maintained by the developer and if there is any damage caused then the developer will fix the damage in the chip seal and then there is a deadline of November 1, 2017 or with subsequent development to complete all improvements.

Ms. Melendez inquired if with subsequent development the expectation would be that they need to bring to full development.

Mr. Olhava stated if that occurs prior to November 1, 2017. The IGA with Timnath that was signed by both mayors at the time stated that wherever the first access point into the subdivision was, from that point down to Harmony Road will need to be improved.

Mr. Morgan inquired if Windsor can get around the prior agreement.

Mr. Olhava stated engineering staff on both sides were working as well as other Town staff had been in discussions on timing the improvements; working on phasing the improvements but still getting the improvements completed within a certain amount of time.

Mr. Morgan inquired if Timnath has been informed of where Windsor is at today.

Mr. Olhava stated Timnath has reviewed the chip seal language and has been involved.

Mr. Morgan inquired if Timnath's recommendations were fully vetted out by Windsor as well and this is the result.

Mr. Olhava that is correct.

Mr. Baker inquired as to the distance that is chip sealed.

Mr. Wagner stated it is approximately a quarter mile

Mr. Baker inquired if the developer wants the Town to maintain an unapproved road.
Mr. Olhava stated that is correct.

Mr. Adams inquired about a school within the area.
Mr. Olhava stated the proposed plat is within the Weld RE-4 School District so students would go to the Windsor School District. The applicant has been working with the school on a site location for an elementary school but that has not been decided on as of yet.

Mr. Beaudreau inquired if the phase 4 commercial lot is a requirement.
Mr. Olhava stated through the annexation agreement for the $\frac{3}{4}$ section that is being platted, the developer is required to have a minimum of 10 acres of commercial development because there used to be a commercial development along the southern boundary.

Mr. Beaudreau inquired if that requirement was because of previous zoning.
Mr. Olhava stated that is correct.

Mr. Baker inquired about the dark sky community but assumed under Town standards a neighborhood would not go without street lights.
Mr. Olhava stated the Town does require street lights and full cutoff where possible.

Mr. Baker inquired about the lots sizes
Mr. Olhava stated there are a few lots that are up to 30,00 square feet.

Mr. Baker inquired about the lots sizes up to 30,000 square feet.
Mr. Olhava stated there are a few lots in the center area that are slightly larger but the majority of the lots are around the 20,000 square feet range and some are around the 6,000 square foot lots.

Mr. Baker inquired about the set back from the property line for construction of a structure, 40-50 feet.
Mr. Olhava stated the development agreement states 40 feet from the back to the next structure as some of the estate lots do like to have a bigger garage or outbuildings.

Mr. Baker inquired if there is a greenbelt between the two.
Mr. Olhava stated there is not a greenbelt but there is a 40 foot offset and there is also an easement area.

Mr. Morgan inquired if the split rail fence would be on the far east property line.
Mr. Olhava stated a split rail fence could be placed right on the property line and then it is 40 feet in for any structure to be constructed.

Ms. Melendez inquired if Timnath has been collecting a road impact fee in conjunction with the IGA.
Mr. McCargar stated not under the IGA but there is an understanding that cost sharing will take place and that Timnath will notify Windsor of what is expected in the coming

years so Windsor can take that into account when budgeting for road maintenance. Windsor expects Timnath will provide an estimate of maintenance costs to Windsor for the upcoming year which is incorporated into the budget; disbursements are made based on actual costs.

The applicant's representative Jeff Mark, 519 Prospect Drive, Castle Rock, CO stated he believes the disagreement regarding County Road 13 stems from Timnath collecting a traffic impact fee for Harmony Road however they spent that money instead of improving County Road 13 on some other improvement elsewhere within the Town of Timnath. Now the applicant is tasked to improve County Road 13 and the applicant's perspective in the matter is that what is being asked of is not fair and equitable because the traffic study that has been vetted out which was required and mandated by the Town of Windsor does not mandate that the applicant maintain the road. The applicant is improving the majority of County Road 13 and other abutting roads based on the approved traffic study then holding a two year warranty for those improvements but do not believe it would be fair and equitable to be asked to also maintain a roadway that we do not currently own and maintain and a roadway that we are only improving.

Rose Leautaud, 36933 CR 15, Windsor, CO has concerns regarding the construction traffic and road damage to County Road 15 and feels that County Road 13 could be utilized as well. Ms. Leautaud is also concerned about water drainage issues at County Road 76 and County Road 13.

Denise Hazard, 6740 Alexander Drive, Windsor, CO has concerns regarding eastbound traffic on Harmony Road turning north onto County Road 13 and inquired if there will be turning lanes installed. Also the area is lacking shoulders on the road.

Stephanie Thomas, 2509 Farnell Road, Fort Collins, CO stated westbound traffic will have a right hand turn and a left hand turn onto 13 going south; eastbound traffic will have a left-hand turn lane.

Cheryl Van Ackern, 36746 Bryan Avenue, Windsor, CO is requesting the Town Board to consider restricting single-family homes in the lots adjacent to Alexander and Roth Estates, require the developer include dark skies in their conveyance so the remaining building standards even for the homes are built to dark skies compliance so there is no light noise in the neighborhood and also before any building permits can be issued the road improvements need to be made to include bike paths and ample shoulders that are paved on all adjacent roads.

Mr. Mark stated the lots adjacent to Alexander and Roth Estates range from approximately 18,000-29,000 and the applicant has agreed to impose certain restrictions as stated to include no 6-foot privacy fences, 40 foot set back from the property line abutting Alexander and Roth Estates. Homes will not be close to the 40 foot set back as the lots range from 180 feet deep to 250 feet deep and that guideline was intended for accessory buildings. Mr. Mark stated it was not agreed upon to only allow single story homes as that creates a marketing issue and may create an issue that builders have a harder time selling homes but did agree to encourage single story homes through conveyance, design guidelines and architecture review.

Mr. Baker inquired if there is a way to require a certain percentage of the homes to be single story.

Mr. Mark stated that is an option; 25% could be single story homes.

Mr. Morgan inquired as to how the conveyance will address outbuildings and recreational vehicle parking.

Mr. Mark stated typically they refer to the Town code for setbacks; boats, trailers, RV's will be uncompliant with the conveyance.

Mr. Bennett inquired if there is a draft conveyance.

Mr. Mark stated there is not one as of yet; there will be a metro district.

Mr. Morgan inquired if there has been discussion with Timnath regarding the applicant's opinion on the road impact fees.

Mr. Mark stated Timnath is aware and they did not have a good answer as to why they spent the money elsewhere. Mr. Mark stated the applicant is installing 66% of the full improvement of the roadways and Timnath will come in after the fact and put in the remainder of that roadway; what is being negotiated now is for the applicant to build out the full roadway so Timnath would cost share in that and then the roadway would be built in full from the beginning. Mr. Mark will also look into the drainage issues brought up previously.

Mr. Baker inquired as to the construction vehicles on County Road 15 versus County Road 13.

Mr. Mark stated they will tell the contractors to go wherever the Town wants them to go. County Road 15 has turn lanes so for larger trucks that would be the better access point.

Ms. Melendez inquired if there was any direction from the Planning Commission with regard to what road to utilize.

Mr. Olhava stated there was no direction.

Mr. Baker inquired if there will need to be changes to the annexation agreement if the unapproved section happens.

Mr. McCargar stated the annexation agreement takes into account the proportionality of impact of development and so what we are doing here is under the terms of the development agreement which is a narrower focus, is just modifying that to call for some use of the roadway under current circumstances with the expectation that it will be maintained to some level until it is permanently approved.

Mr. Baker inquired if the road will be dedicated to the Town once completed.

Mr. McCargar stated it will be dedicated to Timnath.

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

2. Resolution No. 2016-23 – A Resolution Approving the Final Major Subdivision Plat for The Ridge at Harmony Road Subdivision – HR Exchange LLC., The Landhuis Company, applicant/ Jeff Mark, The Landhuis Company, applicant’s representative
 - Quasi-judicial action
 - Staff presentation: Josh Olhava, Senior Planner

Mayor Pro Tem Baker motioned to approve Resolution No. 2016-23; Town Board Member Morgan seconded the motion.

Mr. Olhava had nothing further to add but did clarify the recommendation from the planning commission does include the chip seal language.

Mr. Baker inquired if the items the applicant agreed to is included in the public record.

Mr. McCargar stated there were some offers from the applicant’s representative and it should be clarified where they stand on the conditions as they can be incorporated into the development agreement; 25% of the larger lots that neighbor subdivisions will be single story homes and the contractors for this development will take routes that the Town requires them to take.

Mr. Mark concurs with Mr. McCargar’s response.

Mr. Morgan inquired if trucks will be required to use County Road 13 will be included in the agreement.

Mr. Mark stated they won’t impose that but if the Town mandates or recommends that then they will abide by that.

Mr. Mark did state clarification is needed for the maintenance of County Road 13 and the truck route.

Mr. Arnold stated there is no position on what truck route to use. Also, in the IGA the developer is responsible for the maintenance of chip sealed road.

Mr. Bennett inquired if the Town has to authority to require only single story homes be built in phase 3.

Mr. McCargar stated if the land owner is willing to include in the declaration of conveyance the requirement that 25% of the lots contain single story homes then it can be done; the Town cannot impose that regulation in the absence of the landowner’s agreement.

Ms. Melendez inquired about the Planning Commission forwarding a recommendation of approval based on five conditions; have those conditions been met or agreed upon with the applicant.

Mr. Olhava stated the applicant is working on the five recommended conditions.

Ms. Melendez inquired about clarification regarding County Road 13 chip seal.

Mr. McCargar stated the Town Board can direct the Town Attorney to keep the language that has been proposed or modify it in a specific way.

Mr. Baker commented that he would like to keep the language as is.

Ms. Melendez inquired if the language is kept as is, is the applicant agreeable to it.

Ms. Mark stated they are not in agreement as they do not believe it is being fair and equitable abased on how current development agreements are structured elsewhere.

Ms. Melendez inquired as to what the applicant is looking for.

Mr. Mark stated through the normal course of construction the roadway will be improved through the required and approved traffic study and Timnath or Windsor continue to maintain as they have been doing.

Mr. Bennett inquired about the November 1, 2107 date.

Mr. Olhava stated that is a deadline for the developer to complete permanent roadway improvements to Weld County Road 13 as specified in the annexation agreement on or before November 1, 2017.

Mr. Bennett inquired if that does not include the quarter mile chip seal stretch.

Mr. Olhava stated that would include that section.

Ms. Melendez inquired if there is some allowance on that date for unforeseen reasons.

Mr. McCargar stated it is not unusual to re-negotiate deadlines like this but it is a target date.

Mr. Mark inquired as to why the agreement was contemplated for full improvement when town code otherwise requires roads built to traffic impact.

Mr. McCargar stated that would entail a fairly intensive discussion that would include facts and code so if the conversation continues a public hearing would need to be reopened.

Ms. Melendez inquired about Timnath collecting an impact fee but it is unknown where those dollars are.

Mr. Arnold stated Timnath has a similar program to Windsor; their impact fees are collected for system wide and they determine where to use them. It is not necessarily a fair assessment of their judgement of how they use their funds. Timnath collects it and put those funds toward other roads.

Mr. Morgan does not feel more testimony needs to be taken on this issue.

Mr. Bennett stated it may be better to complete the road sooner rather than later.

Ms. Melendez inquired if the resolution is approved as it sits right now, is there enough direction or is further direction required.

Mr. McCargar stated the resolution that is before the Town Board assumes the language that is the Town of Windsor's language is part of the package. If the subdivision is approved the other items being approved is language in the subdivision agreement that requires restoration of the chip seal portion of the road and construction of the permanent improvements by November 1, 2017. If those terms should be changed, a motion to amend would need to be made.

Mr. Olhava stated the resolution would be with the recommendation as written so the 25% single story home restriction as part of official action on the resolution would need to be added.

Mr. McCargar stated a motion would be required to amend, a second on the amendment and then a vote on the question as amended.

Mr. Boudreau confirmed the amendment was to the resolution.

Mr. McCargar stated that is correct; if the amendment carries, the original resolution including the 25% portion.

Mr. Boudreau inquired if the amended portion has the force of law.

Mr. McCargar stated if the language is in the development agreement that is the expectation that it will be in the conveyance.

Mr. Adams motioned to amend to add the 25% single story requirement to the lots that border the neighboring subdivision to the east and that will be included in the declaration of conveyance and not part of the subdivision agreement other than to say that the developer would be required to include it in the conveyance; Town Board Member Bennett seconded the motion. Roll call on the vote resulted as follows: Yeas –Baker, Morgan, Bennett, Boudreau, Adams, Melendez; Nays- None; Motion passed.

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

3. Resolution No. 2016-26 – A Resolution Approving the Acceptance of the donation presented by the Windsor Chapter of the World Peace Prayer Society, in conjunction with our Public Art Program

- Legislative action
- Staff presentation: Eric Lucas, Director of Parks, Recreation & Culture

Town Board Member Adams motioned to approve Resolution No. 2016-26; Town Board Member Bennett seconded the motion.

Per Mr. Lucas the Parks, Recreation and Culture Advisory Board was approached in April of 2015 regarding the possibility of installation of a “Peace Poll” at Eastman Park. The Peace Poll began in Japan in 1955 after the bombing of Hiroshima and the first Peace Poll was installed in 1986 in Los Angeles. The group that is behind the international effort of Peace Polls is the World Peace Prayer Society. Many Peace Polls have been installed in Colorado in parks, museums, libraries, churches and educational institutions.

The World Peace Prayer Society completed their application for the donation of a Peace Pole to be placed In Eastman Park, near the Treasure Island Master Gardner area which fits into the Public Art Plan, The pole stands approximately 7 feet tall and has the wording “May Peace Prevail on Earth” in four different languages.

Ms. Melendez inquired about graffiti and how easy it would it be to clean.

Mr. Lucas stated it is a vinyl pole similar to a vinyl fence so if that did happen graffiti remover would be used to clean the pole.

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

4. Financial Report

- Staff presentation: Dean Moyer, Director of Finance

Mr. Moyer gave an overview of the Monthly Financial Report.

- The CRC expansion sales tax collections surpassed budget requirement for March.
- Single Family Residential building permits total 158 through March 2016; up from 77 in March 2015.
- Collections of the 3.2% sales tax for March were at a record high of \$667,824; bolstered by a one-time collection of \$141,537.
- March 2016 sales tax collection was up \$75,644 or 12.77% from March 2015.
- Annual revenue from the three major collections has cleared the benchmark projection.

5. Economic Development Report

- Staff presentation: Stacy Johnson, Director of Economic Development

Ms. Johnson introduced Rich Warner, President and CEO of Upstate Colorado.

Mr. Warner stated Upstate Colorado is a public/private partnership based in Weld County and services 31 communities as well as working on regional economic development issues. Previously Windsor would send leads that were on the Larimer County side to a Larimer County organization and leads on the Weld County side would go to Upstate Colorado. Economic Development leads in the Town of Windsor regardless of what county it was in it would be a good opportunity for Windsor.

Last year Upstate Colorado received approximately 70 leads and 77% of those leads were generated internally; 42 projects leads were sent to Windsor. Currently there are still 11 active projects.

Last year Upstate Colorado worked on projects that generated up to approximately \$252 million in investments and over 1,100 jobs. Emphasis is placed on retention and expansion; 80% of new jobs are created by existing companies as growing a company is easier to do than to bring in a new company. Revolving loan services are available to small businesses.

Mr. Arnold inquired as to how much the Town of Windsor pays for its membership.

Mr. Warner stated the Town's membership is currently at the \$10,000 level.

Ms. Johnson stated moving forward with Economic Development Reports this summer, some partners will be brought in so they can explain how they are beneficial to the Town. The Windsor Chamber of Commerce will be coming in June; Small Business Development Center in August.

Ms. Johnson stated a presidential election can affect what businesses do but Windsor has received approximately 30 prospects this year mostly in the industrial sector.

Ms. Melendez inquired about the Broker Day.

Ms. Johnson stated the Windsor Broker Event is scheduled for June 7, 2016 from 8:00-9:30 a.m. at Water Valley. Commercial brokers and real estate individuals are invited to the event and they are provided a presentation from the Planning Department and Economic Development and then the individuals can play a round of golf or go on a helicopter ride.

D. COMMUNICATIONS

1. Communications from the Town Attorney
None
2. Communications from Town Staff
Kelly Unger introduced Communications Manager Katie VanMeter to the Town Board.
3. Communications from the Town Manager
None
4. Communications from Town Board Members
None

E. ADJOURN

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

The meeting was adjourned at 9:13 p.m.

Krystal Eucker, Deputy Town Clerk



MEMORANDUM

Date: May 9, 2016
To: Mayor and Town Board
Via: Regular meeting materials, May 9, 2016
From: Ian D. McCargar, Town Attorney
Re: Resolution approving CAC pre-development agreement (Muth properties)
Item #: B.2

Background / Discussion:

In conjunction with the proposed amendment to the IGA governing permitted land use in the I-25/Highway 392 Corridor Activity Center ("CAC"), staff has negotiated an agreement with the property owners at the northeast corner of the interchange. These ownership entities are controlled by Tom Muth, longtime owner of the property at the northeast corner of the interchange.

The attached Agreement in Anticipation of Development is intended to affirm the limitations on single-family detached residences in the CAC, in parallel to identical terms proposed in the Amended and Restated Intergovernmental Agreement recently presented to the City of Fort Collins. This "pre-development agreement" will take effect only if the City approves single-family detached uses in the CAC, and only if the Muth property is rezoned by separate quasi-judicial action of the Town Board. Assuming each of these things occur, this pre-development agreement will serve as a private undertaking to develop single-family detached residences in the Muth property in accordance with both the amended IGA and this pre-development agreement.

NOTE: Approval of this agreement does not predispose the Town Board in any pending or future quasi-judicial proceedings affecting the Muth property.

Financial Impact: None.

Relationship to Strategic Plan: Healthy, family-friendly neighborhoods; Diversify, grow, and strengthen the local economy.

Recommendation:

Adopt the attached Resolution Approving the Agreement in Anticipation of Development Between the Town of Windsor and Windsor Investments, LLC, and JBT Associates, LLC, Regarding Single-Family Detached Residential Development of Property Located in the Interstate 25/State Highway 392 Corridor Activity Center. Simple majority required.

Attachments:

Agreement in Anticipation of Development (Town of Windsor, Windsor Investments, JBT Associates)

Resolution 2016-28 - Resolution Approving the Agreement in Anticipation of Development Between the Town of Windsor and Windsor Investments, LLC, and JBT Associates, LLC, Regarding Single-Family Detached Residential Development of Property Located in the Interstate 25/State Highway 392 Corridor Activity Center

TOWN OF WINDSOR

RESOLUTION NO. 2016-28

A RESOLUTION APPROVING THE AGREEMENT IN ANTICIPATION OF DEVELOPMENT BETWEEN THE TOWN OF WINDSOR AND WINDSOR INVESTMENTS, LLC AND JBT ASSOCIATES, LLC REGARDING SINGLE-FAMILY DETACHED RESIDENTIAL DEVELOPMENT OF PROPERTY LOCATED IN THE INTERSTATE 25/STATE HIGHWAY 392 CORRIDOR ACTIVITY CENTER

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

WHEREAS, in association with the Interstate 25 and State Highway 392 Interchange (“interchange”) improvements in 2009 and 2010, The Town and the City of Fort Collins (“City”) entered into an Intergovernmental Agreement (“IGA”) creating a comprehensive development plan for the Corridor Activity Center (“CAC”) surrounding the interchange, pursuant to Title 29, Article 20 of the Colorado Revised Statutes, the Town and City Charters, and the Colorado Constitution; and

WHEREAS, two separate landowner groups on the Windsor side of the interchange have requested to develop their parcels in a manner inconsistent with the proposed uses established in IGA; and

WHEREAS, the Town and the City have contemplated proposed amendments to the IGA that would allow the proposed developments; and

WHEREAS, in anticipation of the joint approval of these amendments, the developer and the Town wish to enter into the attached *Agreement in Anticipation of Development* setting forth the terms and conditions acceptable to the parties should the proposed amendments be adopted; and

WHEREAS, the Town Board expresses its desire to encourage quality development in the CAC, promote economic health in both the Town and the City, and preserve the Interchange as an important gateway to the respective communities, and balance the diverse requests of landowners by exhibiting a spirit of good faith, mutual trust and cooperation with the Developer.

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

1. The attached Agreement in Anticipation of Development dated April 19, 2016 is hereby approved and adopted.
2. The Mayor is hereby authorized to execute the attached Agreement in Anticipation of Development on behalf of the Town.

3. Nothing herein shall be deemed an approval or expression of predisposition with respect to any quasi-judicial matter which is pending or may later be presented to the Town Board.

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 9th day of May, 2016.

TOWN OF WINDSOR, COLORADO

By: _____
Kristie Melendez, Mayor

ATTEST:

Patti Garcia, Town Clerk

AGREEMENT IN ANTICIPATION OF DEVELOPMENT

THIS AGREEMENT IN ANTICIPATION OF DEVELOPMENT (“Agreement”) is entered into this 19th day of April, 2016, between THE TOWN OF WINDSOR, a Colorado home rule municipal corporation (“Town”), and WINDSOR INVESTMENTS, LLC, and JBT ASSOCIATES, LLC, each being a Colorado limited liability company (“Owner”). The parties to this Agreement may be referred to individually in the singular, and collectively in the plural as “Party” or “Parties”.

RECITALS

WHEREAS, Owner is the owner of certain real property as more particularly described and depicted on Exhibit A attached hereto and incorporated by this reference (“Property”); and

WHEREAS, Owner proposes to rezone a portion of the Property as more particularly described and depicted on Exhibit B attached hereto and incorporated by this reference to Residential Mixed Use (“Rezone Property”), approval of which would allow Owner to develop a portion of the Rezone Property for single-family detached residences; and

WHEREAS, the Property is located in the Corridor Activity Center (“CAC”) created by that certain Intergovernmental Agreement Pertaining to the Development of the Interstate I-25/State Highway 392 Interchange between the City of Fort Collins (“City”) and the Town dated January 3, 2011, and as later amended by the First Amended Intergovernmental Agreement Pertaining to the Development of the I-25/State Highway 392 Interchange dated November 27, 2012 (as amended, the “IGA”); and

WHEREAS, the IGA incorporated a list of land uses permitted in the CAC (“Permitted Uses”), including mixed use residential and multi-family mixed use; and

WHEREAS, the IGA allows the amendment of the Permitted Uses only with the written consent or agreement of both the City and the Town; and

WHEREAS, the City and the Town have discussed a potential amendment of the Permitted Uses, and the Town is prepared to tender to the City a formal offer under which the IGA may be further amended to expressly allow single-family detached residential uses in the CAC; and

WHEREAS, in order for the Town to undertake further amendment of the IGA and various provisions of the *Windsor Municipal Code* necessary to implement the said further amendment, the Town requires certain assurances from Owner; and

WHEREAS, although the Owner disagrees that an amendment of the IGA and various provisions of the *Windsor Municipal Code* are necessary to allow for single-family detached residential uses within the CAC, the Owner desires to give the Town certain assurances to facilitate the Owner’s plans for the Property; and

WHEREAS, by the terms set forth herein, the Parties wish to set forth their understandings with respect to certain aspects of development of the Property.

NOW, THEREFORE, and in recognition of the foregoing Recitals, the Parties agree as follows:

ARTICLE I

MAXIMUM AREA AND LOCATION LIMITATIONS FOR SINGLE-FAMILY RESIDENTIAL USES

1. Owner agrees that no more than forty-five (45) acres of land within the Rezone Property may be developed for single-family detached residential uses (the "Single-Family Detached Acreage Cap").
2. The Single-Family Detached Acreage Cap shall include the entire square footage of all lots upon which single-family detached residential uses are constructed, rights-of-way, sidewalks, detention facilities, and open space.
3. The Single-Family Detached Acreage Cap set forth above will be referred to the Windsor Town Board for incorporation into the *Windsor Municipal Code*, final adoption of which shall occur on or before August 1, 2016.
4. In addition, single-family detached residential uses are prohibited within Parcel 2 and Parcel 3, as such Parcels are depicted on the attached Exhibit C, subject to adjustments to the boundaries of each Parcel that are made during the site plan and subdivision review and approval process.

ARTICLE II

MISCELLANEOUS

1. Upon recordation, the terms of this Agreement shall be deemed a covenant running with the land constituting the Rezone Property. All current and future owners of the Property shall be bound by and entitled to rely upon these terms.
2. The terms of this Agreement, to the extent they apply to future activity within the Property, shall be incorporated into any Site Plan Development Agreement negotiated in association with site planning of the Property.
3. There are no third party beneficiaries intended under this Agreement. This Agreement shall be enforceable only by the signatories hereto.
4. This Agreement contains the entire understanding of the parties with respect to its subject matter. There are no enforceable terms, promises, representations or undertakings between the parties, except as set forth herein, with respect to its subject matter.

5. In the event that either party initiates litigation to enforce or interpret the terms of this Agreement, each party shall bear its own costs of suit, including attorney fees.
6. This Agreement shall be construed in accordance with Colorado law. Venue for any disputes arising out of this Agreement shall exclusively lie in the state courts of Colorado, sitting in the County of Larimer.
7. The Agreement shall not be binding upon any Party, shall be of no force or effect, and shall not be recorded by either Party against the Property, unless and until the Town approves the Owner's application to rezone the Rezone Property to Residential Mixed Use and the Owner's application for a site development plan to develop the Rezone Property in part or in whole for single-family detached residential uses (the "Applications"). Nothing herein shall be deemed a contract for re-zoning of the Rezone Property, it being agreed that rezoning is a matter vested solely in the quasi-judicial authority of the Windsor Town Board.
8. All notices required to be issued in writing herein shall be mailed by United States Postal Service certified mail, return receipt requested, postage pre-paid and addressed as follows:

To the Town:

Town Manager
301 Walnut Street
Windsor, CO 80550

To the Owner:

Windsor Investments Limited, LLC
1901 West Kettleman Lane, Suite 102
Lodi, CA 95242

with copy to:

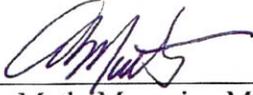
Brownstein Hyatt Farber Schreck, LLP
410 17th Street, Suite 2200
Denver, CO 80202
Attn: Wayne Forman, Esq.

[SIGNATURE PAGES FOLLOW]

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first set forth above.

OWNER:

WINDSOR INVESTMENTS LIMITED, LLC,
a Colorado limited liability company



Tom Muth, Managing Member

JBT ASSOCIATES, LLC,
a Colorado limited liability company



Tom Muth, Managing Member

[TOWN SIGNATURE PAGE FOLLOWS]

TOWN OF WINDSOR:

Kristie Melendez, Mayor

ATTEST:

Patti Garcia, Town Clerk

Exhibit A

Legal Description of Property

EXHIBIT A

NOTHING PRECLUDES AND

LEGAL DESCRIPTION
 TRACTS A, C, D, E, F, G, H, AND LOTS 1, 2, 3, 4, 6, AND 7 OF PTARMIGAN BUSINESS PARK 2ND U.D.;
 LOTS 1, 2, AND TRACT A OF PTARMIGAN BUSINESS PARK 2ND U.D. SECOND FILING;
 AND ALL OF LUTHERAN CHURCH ANNEXATION, LOCATED IN THE SOUTHEAST QUARTER OF SECTION 15 AND THE SOUTHWEST QUARTER OF SECTION 4, TOWNSHIP 6 NORTH, RANGE 68 WEST OF THE 6TH P.M., COUNTY OF LARIMER, STATE OF COLORADO;
 SAID DESCRIBED TRACTS CONTAIN A TOTAL OF 114.20 ACRES (4,974,741 SQUARE FEET) MORE OR LESS.

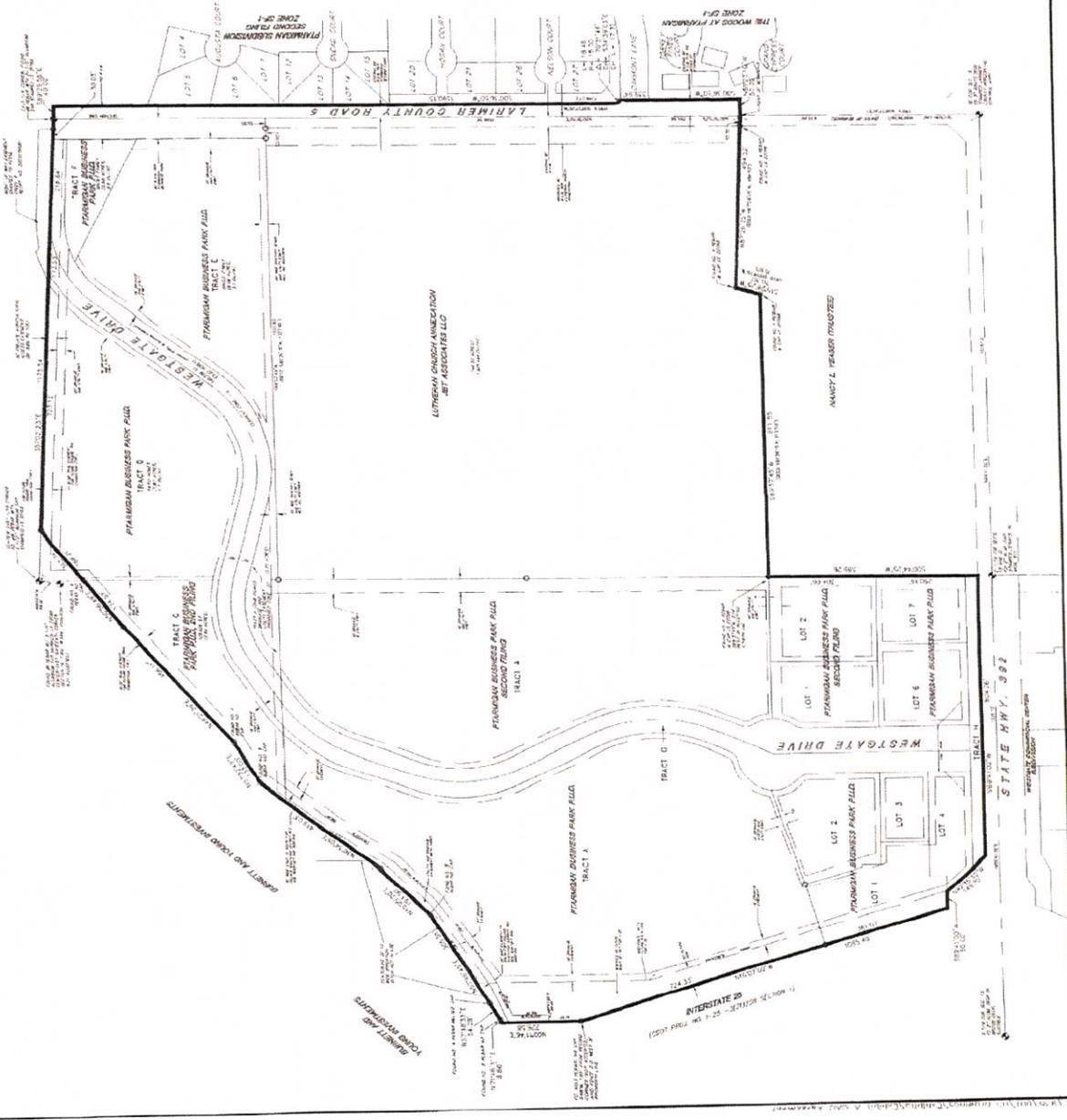


EXHIBIT A
 DATE: APRIL 2016
 JOB NO. 09336 0001.00
 SHEET 1 OF 3



Exhibit B

Legal Description of Rezone Property

EXHIBIT B

LEGAL DESCRIPTION

TRACTS D, E, AND F OF PTARMIGAN BUSINESS PARK P.L.L.C.; A PORTION OF TRACT G OF PTARMIGAN BUSINESS PARK P.L.L.C.; AND ALL OF LUTHERAN CHURCH ANNEXATION LOCATED IN THE SOUTHEAST QUARTER OF SECTION 15 AND THE SOUTHWEST QUARTER OF SECTION 14, TOWNSHIP 8 NORTH, RANGE 68 WEST OF THE 6TH P.M.; COUNTY OF LARIMER, STATE OF COLORADO; PARCELS IN TOTAL BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

CONSIDERING THE EAST LINE OF THE SOUTHEAST QUARTER OF SAID SECTION 15 AS BEARING N00°36'50"E AND WITH ALL OTHER BEARINGS CONTAINED HEREIN RELATIVE "HERETO":

COMMENCING AT THE SOUTHEAST CORNER OF SAID SECTION 15, THENCE N00°36'50"E, 672.86 FEET ALONG THE EAST LINE OF THE SAID SOUTHEAST QUARTER TO THE TRUE POINT OF BEGINNING OF THIS DESCRIPTION;

THENCE N87°35'35"W, 494.53 FEET;

THENCE S15°28'25"W, 70.30 FEET;

THENCE S89°37'45"W, 311.55 FEET TO "E" WEST LINE OF THE SAID EAST HALF OF THE SOUTHEAST QUARTER;

THENCE ALONG THE SAID WEST LINE N00°44'25"E, 1388.77 FEET

THENCE N00°44'25"E, 548.51 FEET;

THENCE N89°37'45"E, 315.51 FEET;

THENCE N00°06'25"E, 10.09 FEET TO THE BEGINNING OF A NON TANGENT CURVE CONCLAVE TO THE RIGHT HAVING A CENTRAL ANGLE OF 152°7'19" DEGREES, A RADIUS OF 340 FEET AND A CHORD THAT BEARS N82°06'56"W WITH A CHORD LENGTH OF 91.44 FEET;

THENCE ALONG SAID CURVE A LENGTH OF 91.71 FEET;

THENCE N174°26'16"W, 228.19 FEET TO THE BEGINNING OF A TANGENT CURVE CONCLAVE TO THE LEFT HAVING A CENTRAL ANGLE OF 00°54'43" DEGREES, A RADIUS OF 260 FEET, AND A CHORD THAT BEARS N74°53'37"W WITH A CHORD LENGTH OF 4.14 FEET;

THENCE ALONG SAID CURVE A LENGTH OF 4.14 FEET TO A POINT OF THE WEST LINE OF SAID EAST HALF OF THE SOUTHEAST QUARTER;

THENCE ALONG SAID WEST LINE N00°44'25"E, 461.60 FEET;

THENCE N50°46'49"E, 188.21 FEET;

THENCE S87°00'23"E, 1175.94 FEET TO THE EAST QUARTER CORNER OF SAID SECTION 15;

THENCE S89°29'58"E, 40.00 FEET TO THE EASTERLY RIGHT OF WAY OF COUNTY ROAD 5;

THENCE ALONG SAID EASTERLY RIGHT OF WAY THE FOLLOWING THREE (3) COURSES:

1) 500.3630"W, 1590.15 FEET;

2) 18.48 FEET ALONG THE ARC OF A CURVE TO THE LEFT, HAVING A RADIUS OF 15.00 FEET, A CENTRAL ANGLE OF 70°31'36", AND A CHORD THAT BEARS S34°39'03"E, 17.32 FEET;

3) 500.3630"W, 339.94 FEET;

THENCE N89°23'10"W, 50.00 FEET TO THE POINT OF BEGINNING.

SAID DESCRIBED TRACTS CONTAIN A TOTAL OF 62.13 ACRES (2,706,439 SQUARE FEET) MORE OR LESS.

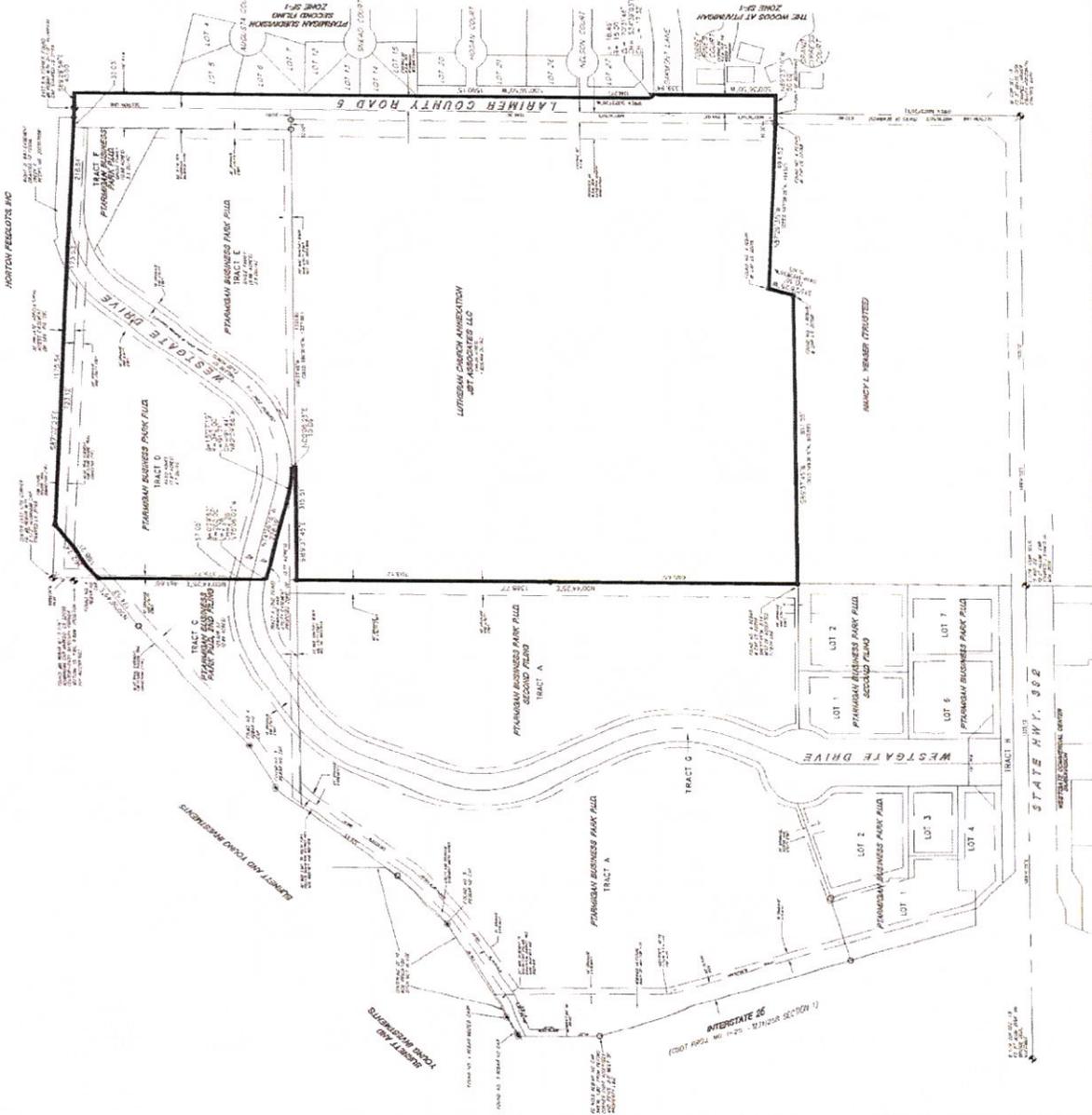


EXHIBIT B
DATE: APRIL 2016
JOB NO. 0936.0001.00
SHEET 2 OF 3

TST TEST THE PROFESSIONAL ENGINEERS

748 Main St., E., 200
Fort Collins, Colorado
Phone: 970.226.0251



Exhibit C

Approximate Boundaries of Parcel 2 and Parcel 3

[**Final boundaries of each Parcel are subject to adjustments made during the site plan and subdivision review and approval process**]

EXHIBIT C

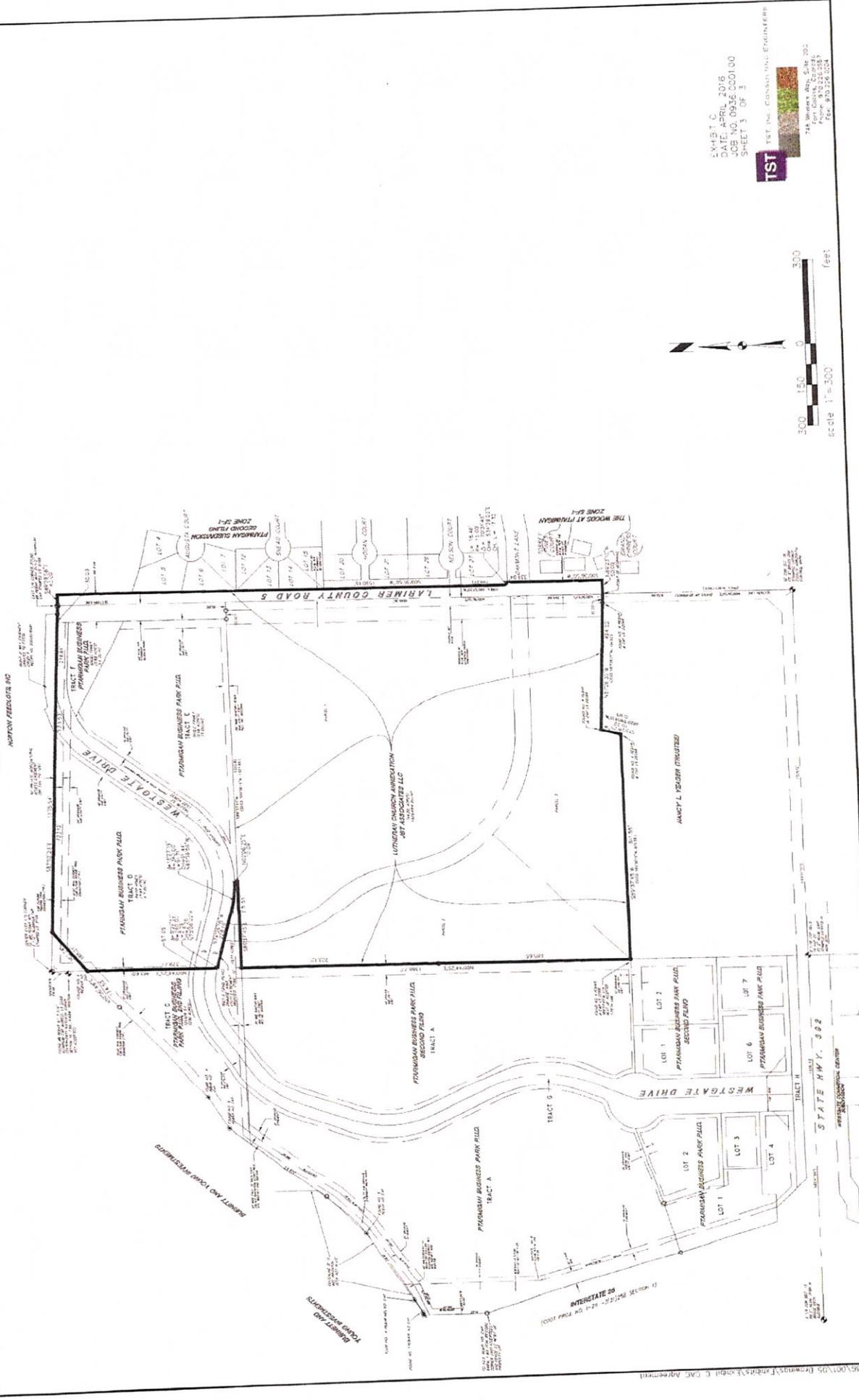
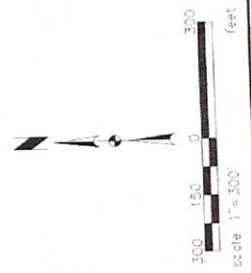


EXHIBIT C
DATE: APRIL 2016
JOB NO. 0936.000100
SHEET 3 OF 3



TST INC. CONSULTING ENGINEERS
7400 W. 10th Street, Suite 200
Denver, CO 80202
Phone: 303.733.8887
Fax: 303.733.8888



TOWN OF WINDSOR

RESOLUTION NO. 2016-29

A RESOLUTION ADOPTING AND REAFFIRMING THE LARIMER COUNTY AND WELD COUNTY 2016 MULTI-JURISDICTIONAL HAZARD MITIGATION PLANS

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 recognizes the threat that natural hazards pose to people and property within the community; and

WHEREAS, planning and undertaking hazard mitigation actions will reduce the potential for harm to people and property from future hazard occurrences; and

WHEREAS, a fully-adopted Multi-Jurisdictional Hazard Mitigation Plan is a requirement for future funding of mitigation projects by the Federal Emergency Management Agency; and

WHEREAS, the Town of Windsor is located within both the Larimer County and the Weld County Emergency Managers Planning Area; and

WHEREAS, the Town of Windsor, through Police Chief John Michaels, is a full participant in the Larimer County and Weld County mitigation planning processes, and the preparation of the Larimer County 2016 and Weld County 2016 Multi-Jurisdictional Hazard Mitigation Plans; and

WHEREAS, on September 13, 2010, the Town previously adopted the 2009 Northeast Colorado emergency Managers Multi-Hazard Mitigation Plan, which has since been changed from an eleven county area to Weld and Larimer Counties adopting their own plans; and

WHEREAS, the Colorado Office of Emergency Management and the Federal Emergency Management Agency, Region VIII have reviewed and approved both of the Weld County 2016 and Larimer County 2016 Multi-Jurisdictional Hazard Mitigation Plans.

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

1. The Weld County 2016 Multi-Jurisdictional Hazard Mitigation Plan is hereby incorporated into this Resolution as if set forth fully.
2. The Larimer County 2016 Multi-Jurisdictional Hazard Mitigation Plan is hereby incorporated into this Resolution as if set forth fully.

3. Both the Weld County 2016 and the Larimer County 2016 Multi-Hazard Mitigation Plans are hereby adopted as official plans of the Town of Windsor, Colorado.
4. The Town Clerk is hereby authorized and empowered to notify such persons or entities as may be necessary of the Town's adoption of the Larimer County 2016 Multi-Jurisdictional Hazard Mitigation Plan and of the Weld County 2016 Multi-Jurisdictional Hazard Mitigation Plan, and to provide all interested persons with copies of this Resolution.

TOWN OF WINDSOR, COLORADO

By: _____
Kristie Melendez, Mayor

ATTEST:

Patti Garcia, Town Clerk



MEMORANDUM

Date: May 9, 2016
To: Mayor and Town Board
Via: Kelly Arnold, Town Manager
From: Scott Ballstadt, AICP, Director of Planning
Re: Resolution No. 2016-30 - Approving a Memorandum of Understanding between the Town of Windsor and the Colorado Department of Public Safety, Division of Fire Prevention and Control, for the purpose of Coordinated Building Inspection Services
Item #: B.4

Background / Discussion:

Colorado Revised Statutes require that public schools be constructed in accordance with building and fire codes adopted by the Colorado Department of Public Safety, Division of Fire Prevention and Control (the State). The State generally performs school plan reviews and inspections, however, the State may also determine that local building departments have plan reviewers and inspectors qualified to perform such functions. This allows schools the option to process building permits and inspections through the local building department rather than the State.

The Town contracts with SAFEbuilt, Inc., which maintains an office in Windsor, to perform building plan reviews and inspections. SAFEbuilt maintains a staff of plan reviewers and inspectors that allows the Town to maintain a consistently high level of service to the building community regardless of the level of building activity at any given time.

The Town originally entered into a Memorandum of Understanding (MOU) with the State in 2009 in order to allow projects such as the recent Windsor Charter Academy High School and Aims Public Safety Institute to utilize local building permit and inspection services. The enclosed MOU will prequalify Windsor's building department and SAFEbuilt to perform public school plan reviews and building inspections for another three (3) year term.

Financial Impact: None

Relationship to Strategic Plan: Promote safety and security

Recommendation:

Adopt Resolution as presented.

Attachments:

- Resolution No. 2016-30
- Memorandum of Understanding for Prequalified Building Departments for Public School Construction

TOWN OF WINDSOR

RESOLUTION NO. 2016 - 30

A RESOLUTION APPROVING A MEMORANDUM OF UNDERSTANDING BETWEEN THE TOWN OF WINDSOR AND THE COLORADO DEPARTMENT OF PUBLIC SAFETY, DIVISION OF FIRE PREVENTION AND CONTROL, FOR THE PURPOSE OF COORDINATED BUILDING INSPECTION SERVICES

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

WHEREAS, the Town has in place an integrated system of building inspection services, for the purpose of assuring safe and habitable construction within the Town; and

WHEREAS, the Town’s building inspection services are by contract carried out by SAFEbuilt Colorado, an experienced and reputable private building inspection company; and

WHEREAS, notwithstanding the Town’s system for building inspections, Colorado law reserves to the Colorado Division of Fire Prevention and Control (“Division”) the authority to inspect and issue occupancy certificates for public school buildings; and

WHEREAS, Colorado law allows the Division to pre-qualify and approve local building inspection departments, allowing the Division to delegate their duties to inspect and certify public school buildings to the local building inspection department; and

WHEREAS, the Town and the Division have negotiated the attached Memorandum of Understanding for Prequalified Building Departments for Public School Construction Pursuant to C.R.S. §§22-32-124 and 23-71-122 (“MOU”), and incorporated by this reference as if set forth fully; and

WHEREAS, the Town Board has reviewed the MOU, and finds that its approval promotes the health, safety and welfare of the community, and promotes efficiency in the delivery of governmental services.

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

1. The attached Memorandum of Understanding for Prequalified Building Departments for Public School Construction Pursuant to C.R.S. §§22-32-124 and 23-71-122, is hereby approved.
2. The Director of Planning is hereby authorized to execute the attached MOU on behalf of the Town.

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 9th day of May, 2016.

TOWN OF WINDSOR, COLORADO

By: _____
Kristie Melendez, Mayor

ATTEST:

Patti Garcia, Town Clerk

**MEMORANDUM OF UNDERSTANDING
FOR PREQUALIFIED BUILDING DEPARTMENTS
FOR PUBLIC SCHOOL CONSTRUCTION**

Pursuant to C.R.S. §§ 22-32-124 and 23-71-122

DFPC Reference # Windsor 2016

THIS MEMORANDUM OF UNDERSTANDING (“MOU”) is entered into this ___ day of _____ 2016, between the Colorado Department of Public Safety, Division of Fire Prevention and Control (“Division”), 690 Kipling Street, Lakewood, Colorado 80215 and the Town of Windsor, CO (“PBD”), collectively referred to as the (“Parties”).
301 Walnut Street, Windsor, CO 80550

1. RECITALS

1.1 Background

- A. Colorado Revised Statutes (“C.R.S.”) §§ 22-32-124 and 23-71-122 require that all buildings and structures be constructed in conformity with the building and fire codes adopted by the Director of the Division of Fire Prevention and Control in the Department of Public Safety (“Division”). To assure that a building or structure is constructed pursuant to the above, the Division shall conduct the necessary plan reviews and inspections, except at the request of the affected board of education, the state charter school institute, the charter school, or the affected junior college district, the Division may delegate this responsibility to the appropriate prequalified building department of a county, town, city or city and county or to the appropriate fire department, in the location of the building or structure.
- B. After the Division has reviewed the application and determined that the appropriate building department has plan reviewers and inspectors that have the necessary education, training, and experience; the Division may issue and execute a Memorandum Of Understanding (“MOU”) between the local jurisdiction and the Division to conduct the necessary plan reviews, issue building permits, conduct inspections, issue certificates of occupancy, issue temporary certificates of occupancy, and take enforcement action in relation to the building and fire codes adopted by the Division to ensure that a building or structure has been constructed in conformity with Public School Construction Regulations, 8 Code of Colorado Regulations Title (“C.C.R.”) 1507-30.

1.2 Purpose

The purpose of this MOU is:

- a) For the Division to prequalify the building department to conduct necessary plan reviews, issue building permits, conduct inspections, issue certificates of occupancy, and issue temporary certificates of occupancy to ensure that a building or structure constructed pursuant to C.R.S. §§ 22-32-124 (1) and (1.5), and 23-71-122 (1) (v) (I) through (VII) has

been constructed in conformity with the building and fire codes adopted by the director of the Division.

- b) For the prequalified building department (“PBD”) to perform code reviews on building and mechanical plans, issue building permits, perform building inspections and issue certificates of occupancy for school construction projects.
- c) To identify each Party’s responsibilities for ensuring the construction of safe schools within the State of Colorado through compliance with C.R.S. §§ 22-32-124 and 23-71-122, and promulgated rules and regulations;
- d) To formalize the cooperative working relationships between the Parties; and,
- e) To provide procedures for communications, exchange of information and resolution of problems, as necessary, to carry out this MOU and the provisions of promulgated rules and regulations.

2. DEFINITIONS

2.1 “Director” means the Director of the Division of Fire Prevention and Control within the Department of Public Safety, or the Director’s designee.

2.2 Authority Having Jurisdiction (“AHJ”) means a city, county, Colorado political subdivision, or city and county or any other local government entity having authority to regulate building construction within its jurisdictional territory.

2.3 Prequalified Building Department (“PBD”) means an AHJ or an agent thereof that has met the Division’s certification standards for prequalification as a building department to conduct the necessary plan reviews, issue building permits, conduct inspections, issue certificates of occupancy, and issue temporary certificates of occupancy, and has executed this MOU with the Division.

2.4 “Certificate of Occupancy” means an official document issued by the Division or the PBD for a Public School allowing use or occupancy of the building or structure by the school district or by the institute charter school or junior college district.

3. RESPONSIBILITIES

The responsibilities of the Parties are as follows:

3.1 Responsibilities of the Division:

The Division shall:

- a) Adopt nationally recognized codes and standards as promulgated by Rules in 8 CCR 1507-30.

- b) Ensure that the necessary plan reviews, inspections, quality control, and quality assurance checks are performed in compliance with the statutes, rules, and regulations of the Division.
- c) Prequalify the building department as having executed an MOU and has met the required certification standards in 8 CCR 1507-30.
- d) Issue and maintain a list of persons the Division has approved as authorized to conduct plan reviews, inspections, and issue certificates of occupancy for public school construction projects. This list of authorized PBD persons is included and incorporated herein by reference as Appendix A of this MOU.
- e) Ensure that copies of the PBD building plans are sent to the appropriate fire department and the Division for review of fire safety issues.
- f) Rescind this “prequalified” status and terminate the terms of the MOU if the PBD fails to comply with this MOU, C.R.S. § § 22-32-124 and 23-71-122, or the rules and regulations of the Division.
- g) Allow the PBD to take enforcement action against a board of education, state charter school institute, charter school or junior college district in relation to the nationally recognized codes and standards adopted in 8 CCR 1507-30.

3.2 Responsibilities of the PBD.

The PBD shall:

- a) Conduct the necessary plan reviews and inspections, issue building permits, perform all necessary inspections including final inspections, and issue certificates of occupancy to a building or structure that has been constructed in conformity with the nationally recognized codes and standards adopted in 8 CCR 1507-30. The affected board of education, state charter school institute, charter school or junior college district, at its own discretion may opt to use the PBD that has entered into this MOU with the Division.
- b) Take enforcement action against a board of education, state charter school institute, charter school or junior college district that has violated the nationally recognized codes and standards adopted in 8 CCR 1507-30.
- c) Verify that the construction project is inspected by a state electrical inspector, per § 12-23-116 C.R.S., notwithstanding the fact that any incorporated town or city, any county, or any city and county in which a public school is located or is to be located has its own electrical code and inspection authority, any electrical installation in any new construction or remodeling or repair of a public school.

- d) Verify that the construction project is inspected by a state plumbing inspector, per § 12-58-114.5 C.R.S., notwithstanding the fact that any incorporated town or city, any county, or any city and county in which a public school is located or is to be located has its own plumbing code and inspection authority, any plumbing or gas piping installation in any new construction or remodeling or repair of a public school.
- e) Only use persons within their building department that are listed as authorized by the Division to work on board of education, state charter school institute, charter school or junior college district construction projects. This authorized list of persons is attached as Appendix A.
- f) Cause copies of the building plans to be sent to the certified fire department and the Division for review of fire safety issues.
- g) Issue the necessary Certificate of Occupancy prior to use of the building or structure by the board of education, state charter school institute, charter school or junior college district, if the building or structure is in conformity with the building and fire codes and standards adopted in 8 CCR 1507-30, and if the affected fire department or the Division certifies that the building or structure is in compliance with the fire code adopted by the Division in 8 CCR 1507-30.
- h) Issue a Temporary Certificate of Occupancy to allow the board of education, state charter school institute, charter school or junior college district to occupy the buildings and structures, if all inspections are not completed and the building requires immediate occupancy, and if the board of education, state charter school institute, charter school or junior college district has passed the appropriate inspections that indicate there are no life safety issues.
- i) Verify that inspections are complete and all known violations are corrected before the board of education, state charter school institute, charter school or junior college district is issued a Certificate of Occupancy. Inspection records shall be retained by the PBD for two years after the Certificate of Occupancy is issued.
- j) Set reasonable fees and may collect these fees to offset actual, reasonable, and necessary costs of plan review and inspection of board of education, state charter school institute, charter school or junior college district construction projects. The board of education, state charter school institute, charter school or junior college district shall be notified of any adjustment of fees a minimum of thirty (30) days prior to the effective date of the change.
- k) In conjunction with the Division set a date for a hearing as soon as practicable before the board of appeals in accordance with section § 24-33.5-1213.7, C.R.S., and the rules adopted by the Division pursuant to § 24-4-105, C.R.S., if the PBD and the board of trustees of a board of education, state charter school institute, charter school or junior college district disagree on the interpretation of the codes and standards of the Division.

- l) Comply with the written Final Agency decision of the appeals board for the purposes of § 24-4-106, C.R.S.
- m) Have the sole discretion whether to accept a public school construction project submitted to the PBD by the school district for plan reviews, inspections, issuance of building permits and certificates of occupancy, and other duties as set forth in this MOU.

4. ACCESS TO INFORMATION

Each Party shall, to the extent allowed by law, make available to each other, at no cost, information regarding board of education, state charter school institute, charter school or junior college district construction projects within its possession. Requests for information shall not impose an unreasonable resource burden on the other Party.

5. EFFECTIVE DATE AND TERM

This MOU shall be effective upon signature by the Director of the Division and shall be valid for **three (3)** years from the effective date, unless previously modified or terminated in writing by one of the Parties pursuant to the terms of this MOU.

6. TERMINATION

Either party may terminate the MOU upon 30 days written notice; however, if the PBD accepts a public school construction project for review pursuant to this MOU, the PBD may not terminate this MOU until project completion and issuance of a Certificate of Occupancy. If the PBD fails to comply with the terms and conditions of this MOU or the rules and regulations of the Division, the Division may take enforcement action, pursuant to C.R.S. 24-33.5-1213 and terminate this MOU immediately. An amendment may be mutually agreed upon in writing by the parties prior to the termination date of this MOU to allow for project completion and issuance of a Certificate of Occupancy.

7. MODIFICATIONS AND AMENDMENTS.

This MOU is subject to such modifications as may be required by changes in applicable federal or state law, or federal or state implementing rules, regulations, or procedures of that federal or state law. Any such required modification shall be automatically incorporated into, and be made a part of, this MOU as of the effective date of such change as if that change was fully set forth herein. Except as provided above, no modification of this MOU shall be effective unless such modification is agreed to in writing by both parties in an amendment to this MOU that has been previously executed and approved in accordance with applicable law.

8. ADDITIONAL PROVISIONS

8.1 Legal Authority

The Parties warrant that each possesses actual, legal authority to enter into this MOU. The Parties further warrant that each has taken all actions required by its applicable law, procedures,

rules, or by-laws to exercise that authority, and to lawfully authorize its undersigned signatory to execute this MOU and bind that Party to its terms. The person or persons signing this MOU, or any attachments or amendments hereto, also warrant(s) that such person(s) possesses actual, legal authority to execute this MOU, and any attachments or amendments hereto, on behalf of that Party.

8.2 Notice of Pending Litigation

Unless otherwise provided for in this MOU, the PBD shall notify the Division within five (5) working days after being served with a Summons, Complaint, or other pleading in a case which involves any services provided under this MOU and which has been filed in any federal or state court or administrative agency. The PBD shall immediately deliver copies of any such documents in accordance with Notice Procedures in Section 8.5. of this MOU.

8.3 Assignment and Successors

The PBD agrees not to assign rights or delegate duties under this MOU, or subcontract any part of the performance required under the MOU without the express, written consent of the State.

8.4 Adherence to Applicable Laws

At all times during the term, performance, or execution of this MOU, the PBD shall comply with all applicable federal and state laws, regulations, rules, or procedures, as these provisions currently exist or may hereafter be amended, all of which are incorporated herein by reference and made a part of the terms and conditions of this MOU.

8.5 Notice Procedure

All notices required or permitted to be given pursuant to this MOU shall be in writing and shall be deemed given when personally served or three (3) days after deposit in the United States Mail, certified mail, return receipt requested, and addressed to the following parties or to such other addressee(s) as may be designated by a notice complying with the foregoing requirements.

APPROVED PBD:
<NAME OF BUILDING OFFICIAL>
<TITLE>
<JURISDICTION>
<ADDRESS>
<CITY, CO ZIP>
<PHONE>

Russ Weber, Building Official
SAFEbuilt Colorado, LLC
As authorized by:
Scott Ballstadt, Building Official/Planning Director
Town of Windsor, AHJ
301 Walnut Street
Windsor, Colorado 80550
970-545-3502

And:

DEPARTMENT OF PUBLIC SAFETY:

Cindy Fredriksen
Procurement Director
Colorado Department of Public Safety
700 Kipling St, 3rd Floor
Lakewood, CO 80215
(303) 239-5888

DFPC:
Paul Cooke
Director
Division of Fire Prevention and Control
690 Kipling Street, Suite 2000
Denver, CO 80215
(303) 239-4600

8.6 Entire Understanding

This MOU is the complete integration of all understandings between the parties. No prior or contemporaneous addition, deletion, or other amendment hereto shall have any force or effect whatsoever, unless embodied herein in writing. No subsequent notation, renewal, addition, deletion, or other amendment hereto shall have any force or effect unless embodied in a written contract executed and approved by the Parties.

8.7 Independent Contractor

No principal, agent, or employees of one Party shall be nor shall be deemed an agent or employee of the other Party.

8.8 Governmental Immunity Act

No term or condition of this MOU shall be construed or interpreted as a waiver, express or implied, of any of the immunities, rights, benefits, protection, or other provisions, of the Colorado Governmental Immunity Act, C.R.S. 24-10-101 et seq., or the Federal Tort Claims Act, 28 U.S.C. 2671 et seq., as applicable, as now or hereafter amended.

8.9 Insurance

If the PBD is a "public entity" within the meaning of the Colorado Governmental Immunity Act, CRS 24-10-101, et seq., as amended ("Act"), the PBD shall at all times during the term of this MOU maintain only such liability insurance, by commercial policy or self-insurance, as is necessary to meet its liabilities under the Act. Upon request by the Division, the PBD shall show proof of such insurance satisfactory to the Division.

9. APPROVALS

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

Department of Public Safety
Division of Fire Prevention and Control

PBD Name
<JURISDICTION>
Town of Windsor, Colorado

Paul Cooke
Director,
Division of Fire Prevention and Control
Date: _____

*Name Scott Ballstadt
Title Director of Planning
Date: _____

Report of Bills

April 2016



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				
76382	AARON DAVID MORTENSEN	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	647.99
76404	AFLAC	EMPLOYEE PAYROLL DEDUCTIONS	04/08/2016	1,018.04
76364	BLAKE CHAMBLISS	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	53.99
76372	BRENT PROPS	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	89.99
76381	BSJ ENTERPRISES, INC	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	1,212.11
76363	CAB WEST LLC	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	18.87
76358	CHARLES G. DIETZ	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	184.47
76542	COLORADO DEPARTMENT OF REVENUE	SALES TAX PAYABLE	04/15/2016	116.00
76354	DEBRA J. LUKASIEWICZ	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	242.96
76371	EARL & STACY PITTMAN	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	79.72
76415	FAMILY SUPPORT REGISTRY	WAGE ASSIGNMENT	04/08/2016	296.57
76416	FAMILY SUPPORT REGISTRY	WAGE ASSIGNMENT	04/08/2016	276.92
76575	FAMILY SUPPORT REGISTRY	WAGE ASSIGNMENT	04/22/2016	296.57
76576	FAMILY SUPPORT REGISTRY	WAGE ASSIGNMENT	04/22/2016	276.92
76367	FRANK JOHNSON	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	9.90
76355	GERALD F. LISKE II	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	354.61
76373	HANNAH REIS	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	44.99
76383	HOMESTEAD PROPERTIES, INC.	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	652.92
76366	HYUNDAI LEASING TITLING TRUST	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	84.69
76377	IAN R. WALE	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	49.49
76353	ISMAEL C. RODRIQUEZ	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	290.01
76361	JACK K ARMSTRONG	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	395.94
76376	JENNIFER THOMPSON	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	9.00
76378	JUSTIN WALRATH	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	10.80
76359	KELSEY L DANIELS	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	26.99
76356	KRISTIE L. HARTLEY	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	127.12
76309	LARIMER COUNTY SALES AND USE TAX	LARIMER CTY USE TAX COLLECTIONS	04/01/2016	11,913.26
76568	LARIMER COUNTY SALES AND USE TAX	USE TAX COLLECTIONS MAR 2016	04/22/2016	8,795.65
76379	LINDA L. MILLER	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	935.85
76370	MADLINE MISCHO	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	9.00
76362	MARK BRASE	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	287.85
76357	MARK FOWLER	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	116.98
76380	MASTERS FLOORING LLC	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	989.50
76385	MATTHEW A. MISCHO	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	215.07
76681	ROBERT HARRISON	REIMBURSEMENT FOR BENEFITS DEDUCTED FROM	04/29/2016	15.78
76520	SAFEBUILT INC.	MARCH 2016 PERMIT REIMB	04/15/2016	159,311.04
76369	SCOTT A. LANDON	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	71.93
76375	SHANNON SMITH	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	18.00
76368	SHERMAN KAPLAN	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	9.00
76340	SMART CARPET CARE LLC	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	455.31
76452	STANDARD INSURANCE COMPANY	EMPLYR PAID LONG/SHORT TERM DISABILITY	04/08/2016	759.65
76365	STANLEY J. FRIESEN	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	155.33
76352	TRAVERSE CHRISTIAN CHRUCH	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	30.60
76414	UNITED WAY OF WELD COUNTY	EMPLOYEE DONATION	04/08/2016	15.00
76574	UNITED WAY OF WELD COUNTY	EMPLOYEE DONATION	04/22/2016	15.00
76498	VISION SERVICE PLAN	VISION SVCS APRIL 2016	04/15/2016	2,123.32
76374	WARREN SCHUTTE	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	316.75
76495	WELD COUNTY DRUG TASK FORCE	WINDSOR MUNICIPAL COURT COLLECTIONS MAR	04/15/2016	1,127.00
76360	WILLIAM M ANDERSON	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	52.20
76311	WINDSOR-SEVERANCE FIRE PROTECT	BLDG PERMIT FEE COLLECTION REIMB	04/01/2016	1,125.00
76570	WINDSOR-SEVERANCE FIRE PROTECT	BLDG PERMIT FEE COLLECTION REIMB	04/22/2016	12,823.05
76384	YURI GUSAK	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	631.90

Total for Department: 000 NO PROJECT CODE 209,186.60

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Department: 410 TOWN CLERK/CUSTOMER SERVI				
76533	CARD SERVICES	CLERK-ELECTION WORKERS MEALS.CML REGISTR	04/15/2016	351.07
76515	CENTURY LINK	LONG DISTANCE PHONE CHGS	04/15/2016	6.70
76292	COREN PRINTING, INC.	UOCAVA ENVELOPES	04/01/2016	255.00
76625	COREN PRINTING, INC.	DISTRICT 4 MAILER AND POSTAGE	04/29/2016	824.02
76475	DEAN SHARIFY	ELECTION JUDGE	04/08/2016	255.00
76550	DISCOVERY BENEFITS, INC	MED SPEND ACCT JAN 2016	04/15/2016	29.40
76336	ELECTION SYSTEMS AND SOFTWARE	MAIL BALLOT SUPPLIES, PROCESSING AND POSTA	04/01/2016	27,765.44
76446	JUDY MORRIS	MILEAGE TO POST OFFICE 1st QTR 2016	04/08/2016	18.47
76477	KAMALA CARPENTER	ELECTION JUDGE	04/08/2016	262.50
76476	KELSEY CARPENTER	ELECTION JUDGE	04/08/2016	172.50
76526	MEGAN WALTER	PER DIEM FOR CUST SVC CONF PHX 4/25/16	04/15/2016	39.75
76479	MICHELLE HOLLMAN	ELECTION JUDGE	04/08/2016	275.00
76430	MINES AND ASSOCIATES PC	EMPLOYEE ASSIST PGM APRIL 2016	04/08/2016	25.92
76478	NANCY SHARIFY	ELECTION JUDGE	04/08/2016	117.50
76310	OFFICE DEPOT	OFFICE SUPPLIES	04/01/2016	5.11
76640	OFFICE DEPOT	OFFICE SUPPLIES	04/29/2016	4.94
76300	PETTY CASH	PETTY CASH REIMB	04/01/2016	24.00
76590	PSI DIGITAL IMAGING SOLUTIONS	LIQUOR NOTICE SIGN PAPER	04/22/2016	176.55
76322	THE GREELEY TRIBUNE	PUBLIC HEARING- THE RIDGE AT HARMONY	04/01/2016	52.20
76522	THE GREELEY TRIBUNE	LEGAL NOTICE OF ELECTION	04/15/2016	76.00
76659	THE GREELEY TRIBUNE	PUBLIC HEARING NOTICE-ATHLETES IN TANDEM	04/29/2016	22.00
76650	THE PIN CENTER	OFFICE SUPPLIES	04/29/2016	30.17
76642	WINDSOR HARDWARE, LLC	LOCKS FOR BALLOT BOXES	04/29/2016	21.98
Total for Department: 410 TOWN CLERK/CUS				30,811.22
Department: 411 MAYOR & TOWN BOARD				
76457	ALSCO INC	LINENS - ADVISORY BOARD DINNER	04/08/2016	122.17
76533	CARD SERVICES	MAYOR-PARKING FEE,CML REGISTRATION,COFFE	04/15/2016	1,226.05
76598	COLORADO STONECRAFTS	TOWN BOARD ROCK ENGRAVING-JV, BC, JR	04/22/2016	371.00
76625	COREN PRINTING, INC.	OFFICE SUPPLIES	04/29/2016	126.00
76559	HUMPHRIES POLI ARCHITECTS, P.C.	LIBRARY FEASIBILITY STUDY	04/15/2016	2,811.39
76640	OFFICE DEPOT	OFFICE SUPPLIES	04/29/2016	14.44
76650	THE PIN CENTER	OFFICE SUPPLIES	04/29/2016	62.16
76509	THOMAS R ECKRICH	PLAQUE FOR OUTGOING MAYOR	04/15/2016	85.00
76679	WINDSOR HIGH SCHOOL MUSIC BOOSTERS	GRANT FOR WHS BAND PEARL HARBOR TRIP	04/29/2016	20,000.00
Total for Department: 411 MAYOR & TOWN B				24,818.21
Department: 412 MUNICIPAL COURT				
76515	CENTURY LINK	LONG DISTANCE PHONE CHGS	04/15/2016	3.21
76292	COREN PRINTING, INC.	OFFICE SUPPLIES	04/01/2016	327.00
76351	ESY RAY & ASSOICATES	TRANSLATION SVCS	04/01/2016	117.20
76295	MICHAEL E MANNING	MUNICIPAL COURT JUDGE SVCS - MARCH 2016	04/01/2016	1,410.00
Total for Department: 412 MUNICIPAL COUR1				1,857.41
Department: 413 TOWN MANAGER				
76533	CARD SERVICES	ADMIN-STAFF DEV	04/15/2016	701.49
76515	CENTURY LINK	LONG DISTANCE PHONE CHGS	04/15/2016	8.08
76399	CIRSA	CLAIM DEDUCTABLES DEC 2015	04/08/2016	443.23
76625	COREN PRINTING, INC.	OFFICE SUPPLIES/PRINTING	04/29/2016	76.41
76550	DISCOVERY BENEFITS, INC	MED SPEND ACCT JAN 2016	04/15/2016	19.60
76530	JUDY MORRIS	PRIDE TIER I WINNER AWARD	04/15/2016	25.00
76430	MINES AND ASSOCIATES PC	EMPLOYEE ASSIST PGM APRIL 2016	04/08/2016	9.72
76310	OFFICE DEPOT	OFFICE SUPPLIES	04/01/2016	1.92
76640	OFFICE DEPOT	OFFICE SUPPLIES	04/29/2016	25.95
76561	ROBIN VOLNER	TIER II PRIDE AWARD	04/15/2016	100.00
76444	ROTARY CLUB OF WINDSOR	MEMBERSHIP DUES/LUNCH MTGS	04/08/2016	175.00
76650	THE PIN CENTER	OFFICE SUPPLIES	04/29/2016	15.48
Total for Department: 413 TOWN MANAGER				1,601.88

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Department: 415 FINANCE				
76427	BANK OF COLORADO	GIFT CARD INVENTORY	04/08/2016	500.00
76533	CARD SERVICES	FIN-STAFF DEV	04/15/2016	313.89
76515	CENTURY LINK	LONG DISTANCE PHONE CHGS	04/15/2016	9.87
76292	COREN PRINTING, INC.	BUSINESS CARDS FINANCE	04/01/2016	41.00
76625	COREN PRINTING, INC.	OFFICE SUPPLIES/PRINTING	04/29/2016	9.02
76550	DISCOVERY BENEFITS, INC	MED SPEND ACCT JAN 2016	04/15/2016	49.00
76490	GOV FINANCE OFFICERS ASSOC	MEMBERSHIP DUES- D MOYER	04/15/2016	170.00
76430	MINES AND ASSOCIATES PC	EMPLOYEE ASSIST PGM APRIL 2016	04/08/2016	16.20
76310	OFFICE DEPOT	OFFICE SUPPLIES	04/01/2016	3.19
76503	OFFICE DEPOT	RETURNED OFFICE SUPPLIES	04/15/2016	65.94
76640	OFFICE DEPOT	OFFICE SUPPLIES	04/29/2016	157.89
76304	SAMS CLUB DIRECT	CLUB MEMBERSHIP RENEWAL -MOYER	04/01/2016	45.00
76338	STACEY SWANSON	MILEAGE REIMB -BANK RUNS	04/01/2016	31.00
76650	THE PIN CENTER	OFFICE SUPPLIES	04/29/2016	42.94

Total for Department: 415 FINANCE 1,454.94

Department: 416 HUMAN RESOURCES

76533	CARD SERVICES	HR-INTERVIEW PANEL LUNCH, EMPLOYMT ADS	04/15/2016	4,974.65
76515	CENTURY LINK	LONG DISTANCE PHONE CHGS	04/15/2016	38.51
76625	COREN PRINTING, INC.	OFFICE SUPPLIES/PRINTING	04/29/2016	5.41
76550	DISCOVERY BENEFITS, INC	MED SPEND ACCT JAN 2016	04/15/2016	9.80
76675	HIRERIGHT, LLC	HIRERIGHT MARCH 2016	04/29/2016	2,639.99
76491	LIL FLOWER SHOP	EMPLOYEE RELATIONS	04/15/2016	230.89
76434	MARY CARSON-ROBINS	MILEAGE/PKG REIMB MSEC TRAINING DENVER	04/08/2016	129.61
76536	MEDICAL CENTER OF THE ROCKIES	HR STAFF XRAY	04/15/2016	317.30
76430	MINES AND ASSOCIATES PC	EMPLOYEE ASSIST PGM APRIL 2016	04/08/2016	9.72
76668	OCCUPATIONAL HEALTH CENTERS OF THE SOUTHWEST	DOT RECERTIFICATION	04/29/2016	85.00
76310	OFFICE DEPOT	OFFICE SUPPLIES	04/01/2016	121.72
76640	OFFICE DEPOT	OFFICE SUPPLIES	04/29/2016	23.42
76304	SAMS CLUB DIRECT	CLUB MEMBERSHIP RENEWAL -ROBINS	04/01/2016	151.01
76521	THE GREELEY TRIBUNE	ADVERTISING HR EMPLOYMENT GUIDE ONLINE	04/15/2016	1,020.00
76650	THE PIN CENTER	OFFICE SUPPLIES	04/29/2016	24.58
76349	THERESA SMITH	MILEAGE REIMB	04/01/2016	120.85
76510	UNIVERSITY OF COLORADO HEALTH	DOT PHYSICALS/VACCINES	04/15/2016	491.00
76391	VERIZON WIRELESS SERVICES LLC	CELLULAR PHONE SVC	04/08/2016	36.22

Total for Department: 416 HUMAN RESOURCI 10,429.68

Department: 418 LEGAL SERVICES

76533	CARD SERVICES	LEGAL-CML CONF REG	04/15/2016	490.00
76515	CENTURY LINK	LONG DISTANCE PHONE CHGS	04/15/2016	3.70
76625	COREN PRINTING, INC.	OFFICE SUPPLIES/PRINTING	04/29/2016	3.61
76550	DISCOVERY BENEFITS, INC	MED SPEND ACCT JAN 2016	04/15/2016	19.60
76593	LAWRENCE JONES CUSTER GRASMICK	LEGAL SERVICES	04/22/2016	4,188.41
76334	LIND AND OTTENHOFF, LLP	OIL/GAX LEGAL COUNSEL	04/01/2016	79.50
76430	MINES AND ASSOCIATES PC	EMPLOYEE ASSIST PGM APRIL 2016	04/08/2016	6.48
76310	OFFICE DEPOT	OFFICE SUPPLIES	04/01/2016	1.28
76640	OFFICE DEPOT	OFFICE SUPPLIES	04/29/2016	1.23
76650	THE PIN CENTER	OFFICE SUPPLIES	04/29/2016	5.93
76545	WEST PUBLISHING CORPORATION	WESTLAW SUBSCRIPTION	04/15/2016	720.35

Total for Department: 418 LEGAL SERVICES 5,520.09

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Department: 419 PLANNING & ZONING				
76290	AMERICAN PLANNING ASSOCIATION	APA/AICP DUES 2016	04/01/2016	483.00
76533	CARD SERVICES	PLAN-COUNTY RECORDS FEE	04/15/2016	362.81
76515	CENTURY LINK	LONG DISTANCE PHONE CHGS	04/15/2016	10.96
76625	COREN PRINTING, INC.	OFFICE SUPPLIES/PRINTING	04/29/2016	38.02
76550	DISCOVERY BENEFITS, INC	MED SPEND ACCT JAN 2016	04/15/2016	29.40
76430	MINES AND ASSOCIATES PC	EMPLOYEE ASSIST PGM APRIL 2016	04/08/2016	16.20
76310	OFFICE DEPOT	OFFICE SUPPLIES	04/01/2016	19.68
76640	OFFICE DEPOT	OFFICE SUPPLIES	04/29/2016	3.09
76308	OFFICESCAPES	OFFICE FURNITURE	04/01/2016	3,724.83
76501	OFFICESCAPES	OFFICE FURNITURE PLANNING	04/15/2016	3,168.51
76322	THE GREELEY TRIBUNE	2023 VINEYARD VARIANCE PH	04/01/2016	43.40
76659	THE GREELEY TRIBUNE	LEGAL NOTICE	04/29/2016	21.70
76650	THE PIN CENTER	OFFICE SUPPLIES	04/29/2016	42.94

Total for Department: 419 PLANNING & ZONING 7,964.54

Department: 420 ECONOMIC DEVELOPMENT

76533	CARD SERVICES	ECON-ECON WEBINAR, MTGS	04/15/2016	751.86
76515	CENTURY LINK	LONG DISTANCE PHONE CHGS	04/15/2016	9.73
76625	COREN PRINTING, INC.	OFFICE SUPPLIES/PRINTING	04/29/2016	3.61
76350	LORIE PASTORE	MILEAGE REIMB MAR 2016	04/01/2016	72.76
76430	MINES AND ASSOCIATES PC	EMPLOYEE ASSIST PGM APRIL 2016	04/08/2016	6.48
76310	OFFICE DEPOT	OFFICE SUPPLIES	04/01/2016	1.28
76640	OFFICE DEPOT	OFFICE SUPPLIES	04/29/2016	1.23
76596	STACY JOHNSON	REIMB FOR LUNCH MTG	04/22/2016	31.00
76650	THE PIN CENTER	OFFICE SUPPLIES	04/29/2016	5.93

Total for Department: 420 ECONOMIC DEVELOPMENT 883.88

Department: 421 POLICE DEPARTMENT

76637	BUNTING DISPOSAL, INC.	TRASH SVC	04/29/2016	32.50
76533	CARD SERVICES	PD-MTG MEALS	04/15/2016	441.95
76515	CENTURY LINK	LONG DISTANCE PHONE CHGS	04/15/2016	42.03
76397	CENTURYLINK	INTERNET SVC	04/08/2016	300.99
76487	CHEMATOX LABORATORY INC	BLOOD ALCOHOL TESTS/16-01738, 16-02387, 16-0253	04/15/2016	160.00
76624	CHEMATOX LABORATORY INC	BLOOD ALCOHOL TEST/16-04028	04/29/2016	20.00
76399	CIRSA	WORKMAN'S COMP CLAIM DEDUCTABLES FEB 201	04/08/2016	-800.00
76625	COREN PRINTING, INC.	VEH TOW REPORTS/QTY 300	04/29/2016	580.00
76528	CREATIVE CULTURE INSIGNIA, LLC	BADGE	04/15/2016	91.75
76550	DISCOVERY BENEFITS, INC	MED SPEND ACCT JAN 2016	04/15/2016	98.00
76386	FAAC INCORPORATED	PISTOL LASER INSERT	04/01/2016	1,190.00
76543	GOLDSCHMIDT AND ASSOCIATES LLC	POLYGRAPH/T OLSON	04/15/2016	110.00
76387	MACHO PRODUCTS, INC	PD TRAINING SUIT	04/01/2016	1,348.50
76506	MAIL N COPY	CERTIFIED TOW LETTERS/16-03688	04/15/2016	152.67
76552	MARKS FUNERAL & CREMATION SERVICE	CREMATION OF DRUG PARAPHERNALIA	04/15/2016	295.00
76430	MINES AND ASSOCIATES PC	EMPLOYEE ASSIST PGM APRIL 2016	04/08/2016	87.48
76310	OFFICE DEPOT	OFFICE SUPPLIES	04/01/2016	89.97
76640	OFFICE DEPOT	OFFICE SUPPLIES	04/29/2016	95.75
76299	PETTY CASH	PETTY CASH REIMB-MISC EXPENSE	04/01/2016	99.26
76628	PETTY CASH	PETTY CASH REIMB	04/29/2016	132.76
76660	POUDRE VALLEY HEALTH SYSTEM	BLOOD DRAWS/16-03091,2833,3480	04/29/2016	393.00
76648	RICHARD COOK	REIMB TARGETS AND PARTS FOR RANGE	04/29/2016	76.77
76304	SAMS CLUB DIRECT	PLATES/BOWLS FOR BREAKROOM	04/01/2016	48.62
76320	TASER INTERNATIONAL	TASER INSTRUCTOR COURSE	04/01/2016	435.00
76650	THE PIN CENTER	OFFICE SUPPLIES	04/29/2016	34.18
76647	ULTRAMAX AMMUNITION	FEDERAL 223/HI SHOK/QTY 100	04/29/2016	1,796.00
76391	VERIZON WIRELESS SERVICES LLC	CELLULAR PHONE SVC & MDT WIRELESS	04/08/2016	1,417.87
76537	WELD COUNTY CHIEFS OF POLICE A	ANNUAL MEMBERSHIP RENEWAL/2016	04/15/2016	35.00
76642	WINDSOR HARDWARE, LLC	STAPLE GUN FOR RANGE	04/29/2016	24.99
76301	XCEL ENERGY	UTILITIES - PD	04/01/2016	1,938.96

Total for Department: 421 POLICE DEPARTMENT 10,769.00

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Department: 428 RECYCLING				
76489	WASTE MANAGEMENT OF COLORADO	RECYCLE SITE PULLS	04/15/2016	1,150.20
76301	XCEL ENERGY	UTILITIES	04/01/2016	44.14
76629	XCEL ENERGY	UTILITIES-RECYCLING	04/29/2016	41.24
Total for Department: 428 RECYCLING				1,235.58

Department: 429 STREETS & ALLEYS

76665	BOMGAARS	BOOTS FOR WEED CONTROL	04/29/2016	262.91
76533	CARD SERVICES	PW-LUNCH MTG	04/15/2016	148.11
76399	CIRSA	CLAIMS DEDUCTABLES FEB 2016	04/08/2016	-186.40
76523	CITY OF FORT COLLINS	ICE BUSTER	04/15/2016	10,790.57
76436	COLORADO ASPHALT SERVICES, INC	BAG OF ASPHALT	04/08/2016	1,788.00
76661	COLORADO ASPHALT SERVICES, INC	BAGS OF ASPHALT	04/29/2016	1,788.00
76292	COREN PRINTING, INC.	OFFICE SUPPLIES	04/01/2016	198.00
76625	COREN PRINTING, INC.	OFFICE SUPPLIES/PRINTING	04/29/2016	42.00
76550	DISCOVERY BENEFITS, INC	MED SPEND ACCT JAN 2016	04/15/2016	9.80
76582	DON KEHN CONSTRUCTION, INC.	ASPHALT	04/22/2016	1,225.80
76670	FAIRBANK EQUIPMENT, INC	PARTS FOR WEED SPRAYER	04/29/2016	188.40
76564	FORT COLLINS-LOVELAND WATER DISTRICT	WATER PURCHASED	04/22/2016	19.53
76548	FULLER LANDSCAPING, LLC	I-25 & 392 INTERCHANGE HAUL TRASH E-SIDE	04/15/2016	1,705.00
76601	IDEAL FENCING CORPORATION	WCR 17 GUARDRAIL REPAIR	04/22/2016	4,760.00
76492	MANWEILER HARDWARE, INC	KNIFE, WALL CLOCK, MULIT TOOL, ETC.	04/15/2016	81.21
76394	MICHAEL TODD AND COMPANY, INC.	SIGNS	04/08/2016	354.93
76430	MINES AND ASSOCIATES PC	EMPLOYEE ASSIST PGM APRIL 2016	04/08/2016	19.44
76640	OFFICE DEPOT	OFFICE SUPPLIES	04/29/2016	11.49
76306	POUDRE VALLEY RURAL ELECTRIC ASSOCIATION	UTILITIES	04/01/2016	2,708.18
76499	POUDRE VALLEY RURAL ELECTRIC ASSOCIATION	UTILITIES	04/15/2016	884.85
76566	POUDRE VALLEY RURAL ELECTRIC ASSOCIATION	UTILITIES	04/22/2016	4,879.83
76636	POUDRE VALLEY RURAL ELECTRIC ASSOCIATION	UTILITIES	04/29/2016	2,707.41
76348	QUICK STITCH EMBROIDERY, LLC	UNIFORMS & EMBROIDARY-NATE & ERIC	04/01/2016	196.14
76438	STEVE SCHMIDT TRUCKING, INC	HAULING ICE BUSTER	04/08/2016	637.50
76650	THE PIN CENTER	OFFICE SUPPLIES	04/29/2016	5.65
76332	TRAFFIC MASTER, INC.	FLAGGER CERTIFICATION	04/01/2016	30.00
76294	VERIZON WIRELESS SERVICES LLC	PHONE SVC-TOWN BILLBOARDS	04/01/2016	73.34
76396	XCEL ENERGY	UTILITIES-STREET LIGHTS	04/08/2016	23,736.17
Total for Department: 429 STREETS & ALLEY!				59,065.86

Department: 430 PUBLIC WORKS DEPARTMENT

76518	AT AND T MOBILITY	PHONE SVC PW	04/15/2016	84.70
76637	BUNTING DISPOSAL, INC.	TRASH SVC	04/29/2016	48.75
76533	CARD SERVICES	PW-GRANT HEARING MEAL	04/15/2016	50.41
76515	CENTURY LINK	LONG DISTANCE PHONE CHGS	04/15/2016	6.57
76632	CENTURYLINK	INTERNET SVC	04/29/2016	48.41
76399	CIRSA	WORKMAN'S COMP CLAIM DEDUCTABLES FEB 201	04/08/2016	1,000.00
76550	DISCOVERY BENEFITS, INC	MED SPEND ACCT JAN 2016	04/15/2016	9.80
76410	FARIS MACHINERY COMPANY	TRAINING CLASS ON EQUIPMENT	04/08/2016	375.00
76392	GENERAL AIR SERVICE AND SUPPLY CO	WELDING SUPPLIES	04/08/2016	88.12
76430	MINES AND ASSOCIATES PC	EMPLOYEE ASSIST PGM APRIL 2016	04/08/2016	3.24
76310	OFFICE DEPOT	DRY ERASER	04/01/2016	12.96
76503	OFFICE DEPOT	COFFEE	04/15/2016	89.97
76304	SAMS CLUB DIRECT	CLUB MEMBERSHIP RENEWAL -THOMPSON	04/01/2016	15.00
76650	THE PIN CENTER	OFFICE SUPPLIES	04/29/2016	15.48
76391	VERIZON WIRELESS SERVICES LLC	CELLULAR PHONE SVC	04/08/2016	32.15
76301	XCEL ENERGY	UTILITIES - PW	04/01/2016	1,212.37
76634	ZEP SALES AND SERVICE	ZEP 40 & HAND SOAP	04/29/2016	155.62
Total for Department: 430 PUBLIC WORKS DE				3,248.55

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Department: 431 ENGINEERING DEPARTMENT				
76345	BORSTAD CONSULTING SERVICES, LLC	PAVEMENT INSPECTIONS 2016	04/01/2016	16,700.00
76515	CENTURY LINK	LONG DISTANCE PHONE CHGS	04/15/2016	16.47
76625	COREN PRINTING, INC.	OFFICE SUPPLIES/PRINTING	04/29/2016	83.63
76550	DISCOVERY BENEFITS, INC	MED SPEND ACCT JAN 2016	04/15/2016	49.00
76611	LOVELAND BARRICADE, LLC	TRAFFIC CONTROL SUPERV CLASSES	04/22/2016	550.00
76492	MANWEILER HARDWARE, INC	PADLOCK	04/15/2016	4.13
76430	MINES AND ASSOCIATES PC	EMPLOYEE ASSIST PGM APRIL 2016	04/08/2016	19.44
76310	OFFICE DEPOT	OFFICE SUPPLIES	04/01/2016	3.83
76503	OFFICE DEPOT	OFFICE SUPPLIES	04/15/2016	10.99
76640	OFFICE DEPOT	OFFICE SUPPLIES	04/29/2016	4.32
76333	SAFETY AND CONSTRUCTION SUPPLY	SURVEY/SAFETY SUPPLIES	04/01/2016	131.68
76522	THE GREELEY TRIBUNE	LEGAL NOTICE	04/15/2016	164.00
76659	THE GREELEY TRIBUNE	ROADWAY IMPROVEMENT PICT 2015	04/29/2016	27.00
76650	THE PIN CENTER	OFFICE SUPPLIES	04/29/2016	42.94
76322	THE GREELEY TRIBUNE	PROJECT BID	04/01/2016	81.00
Total for Department: 431 ENGINEERING DEP				17,888.43
Department: 432 CEMETERY				
76422	BOBCAT OF THE ROCKIES LLC	COMPACT EXCAVATOR RENTAL-TO DIG GRAVE	04/08/2016	393.10
76665	BOMGAARS	GRAB STIKS	04/29/2016	159.96
76637	BUNTING DISPOSAL, INC.	TRASH SVC	04/29/2016	16.25
76511	COUNTRY JOHNS	CEMETERY RESTROOM SERVICE	04/15/2016	90.00
76550	DISCOVERY BENEFITS, INC	MED SPEND ACCT JAN 2016	04/15/2016	9.80
76497	JAX INC.	UNIFORMS	04/15/2016	94.98
76492	MANWEILER HARDWARE, INC	SAFETY GLASSES, BUCKET & BATTERIES	04/15/2016	36.58
76430	MINES AND ASSOCIATES PC	EMPLOYEE ASSIST PGM APRIL 2016	04/08/2016	3.24
76650	THE PIN CENTER	OFFICE SUPPLIES	04/29/2016	5.65
76396	XCEL ENERGY	UTLITIES-CEMETERY	04/08/2016	539.83
Total for Department: 432 CEMETERY				1,349.39
Department: 433 COMMUNITY EVENTS				
76623	SPECTRUM WEATHER & SPECIALTY INSURANCE, INC	RAIN INSUR FOR SUMMER CONCERT SERIES 2016	04/22/2016	2,565.40
76650	THE PIN CENTER	OFFICE supplies	04/29/2016	5.93
Total for Department: 433 COMMUNITY EVEN				2,571.33
Department: 450 FORESTRY				
76671	ALISON O'CONNOR	REIMBURSE FOR ARBOR DAY FLAG SUPPLIES	04/29/2016	49.35
76592	ARBOR VALLEY	TREES FOR ARBOR DAY	04/22/2016	470.00
76666	ARBOR VALLEY	TREES FOR PARKS	04/29/2016	1,470.00
76621	BILL MONROE	REIMB FOR ARBOR DAY SUPPLIES	04/22/2016	12.16
76665	BOMGAARS	RAKES	04/29/2016	20.48
76533	CARD SERVICES	CRC-BOOKS FOR ARBOR DAY PRIZES	04/15/2016	1,276.99
76515	CENTURY LINK	LONG DISTANCE PHONE CHGS	04/15/2016	0.07
76551	CHRIS HAUG	ARBOR DAY 5K DJ	04/15/2016	250.00
76292	COREN PRINTING, INC.	POSTER PAPER FOR ARBOR DAY 5K	04/01/2016	61.00
76625	COREN PRINTING, INC.	OFFICE SUPPLIES	04/29/2016	16.00
76319	DIGI PIX SIGNS	SIGNS FOR ARBOR DAY 5K	04/01/2016	223.50
76324	E-470 PUBLIC HIGHWAY AUTHORITY	TOLL CHG	04/01/2016	27.92
76504	GALETON, INC	GLOVES	04/15/2016	248.36
76579	KIRK MOSES	5K RUN/WALK MEDALS	04/22/2016	98.60
76622	LAKES STATES EVERGREEN CO, LLC	ARBOR DAY SEEDLINGS	04/22/2016	851.84
76492	MANWEILER HARDWARE, INC	CLAMPS	04/15/2016	9.42
76620	MARJORIE MONROE-FISCHER	REIMB FOR ARBOR DAY SUPPLIES	04/22/2016	19.67
76430	MINES AND ASSOCIATES PC	EMPLOYEE ASSIST PGM APRIL 2016	04/08/2016	6.48
76640	OFFICE DEPOT	OFFICE SUPPLIES	04/29/2016	398.43
76652	PIONEER SAND COMPANY	MULCH-CRC	04/29/2016	393.65
76607	PJ PRODUCTIONS, LLC	REMAINDER DUE FOR ARBOR DAY 5K PRMOTIONS	04/22/2016	1,500.00
76619	RUNLIMITED TIMING & SCORING	TIMING FOR ARBOR DAY 5K	04/22/2016	700.00
76650	THE PIN CENTER	OFFICE SUPPLIES	04/29/2016	5.93
76642	WINDSOR HARDWARE, LLC	HOSES AND NOZZLE	04/29/2016	51.46
Total for Department: 450 FORESTRY				8,161.31

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Department: 451 RECREATION				
76335	APEX LEGAL SERVICE LLC	MARCH CLASSES	04/01/2016	483.00
76533	CARD SERVICES	CRC-SUBSCRIPTIONS, FB ADS	04/15/2016	2,792.92
76515	CENTURY LINK	LONG DISTANCE PHONE CHGS	04/15/2016	42.42
76399	CIRSA	CLAIMS DEDUCATABLES FEB 2016	04/08/2016	1,556.14
76589	CITY OF FORT COLLINS, CO	SPRING FLAG FOOTBALL REGISTRATION DUES	04/22/2016	3,710.00
76403	CO PARKS AND RECREATION ASSOC	ROCKIES SKILLS CHALLENGE REGISTRATION	04/08/2016	30.00
76525	COCA-COLA	CONCESSIONS SUPPLIES	04/15/2016	2,292.48
76292	COREN PRINTING, INC.	OFFICE SUPPLIES	04/01/2016	270.00
76511	COUNTRY JOHNS	DV TOURNAMENT RESTROOM SERVICE	04/15/2016	285.00
76643	COUNTRY JOHNS	PORTABLE RESTROOMS FOR MOUNTAIN VIEW	04/29/2016	28.38
76463	DANNI DANCE CORP	MARCH DANCE CLASS	04/08/2016	448.00
76602	DANNI DANCE CORP	APRIL DANCE CLASSES	04/22/2016	630.00
76460	DENEICE J DYER	MARCH CLASSES	04/08/2016	658.00
76550	DISCOVERY BENEFITS, INC	MED SPEND ACCT JAN 2016	04/15/2016	29.40
76445	EDWARDS REFRIGERATION	CP CONCESSION ICE MACHINE REPAIRS	04/08/2016	193.00
76664	EDWARDS REFRIGERATION	FREEZER REPAIR AT DV	04/29/2016	184.55
76437	GOLF AND SPORT SOLUTIONS, LLC	PRO LEAGUE RED	04/08/2016	600.00
76524	HIGHLAND PARK LANES	ADAPTIVE BOWLING	04/15/2016	543.20
76344	HUGO FLORES	TEEN NIGHT DJ	04/01/2016	300.00
76312	KALM ENTERPRISES, LLC ROO JUMPS INFLATABLE PARTY	BOUNCE HOUSE FOR EASTER EGGSTRAVAGANZA	04/01/2016	95.00
76455	KELLY D MOORE	ADDITIONAL TUMBLING CLASS	04/08/2016	756.00
76315	KING SOOPERS	STAFF BIRTHDAY	04/01/2016	358.48
76649	KING SOOPERS	SENIOR COFFEE CLUB	04/29/2016	396.48
76420	KIRK MOSES	ABB LEAGUE AND TOURNAMENT TROPHIES	04/08/2016	436.50
76408	LL JOHNSON DISTRIBUTING CO.	FIELD MARKING PAINT	04/08/2016	448.00
76506	MAIL N COPY	DV CHURCH SIGNS	04/15/2016	96.00
76492	MANWEILER HARDWARE, INC	ANTI-FREEZE, HOOKS	04/15/2016	519.23
76430	MINES AND ASSOCIATES PC	EMPLOYEE ASSIST PGM APRIL 2016	04/08/2016	29.16
76605	MOUNTAIN SONG MUSIC STUDIO, INC	MUSIC TOGETHER - TAMBOURINE CLASSES	04/22/2016	919.10
76296	NAT'L REC AND PARK ASSOC	RENEWAL MEMBERSHIP	04/01/2016	629.00
76514	NORTHERN CO SPORTS OFFICIALS	YOUTH SOCCER CONTRACT STAFF	04/15/2016	23,637.00
76310	OFFICE DEPOT	OFFICE SUPPLIES	04/01/2016	143.63
76503	OFFICE DEPOT	OFFICE SUPPLIES	04/15/2016	619.05
76569	OFFICE DEPOT	OFFICE SUPPLIES	04/22/2016	543.97
76640	OFFICE DEPOT	OFFICE SUPPLIES	04/29/2016	343.05
76298	PETTY CASH	PETTY CASH REIMB	04/01/2016	33.00
76527	SAI NORTH TEAM SPORTS	GROUND ANCHORS FOR SOCCER GOALS	04/15/2016	593.00
76304	SAMS CLUB DIRECT	MEMBERSHIP & CONCESSION SUPPLIES	04/01/2016	1,423.99
76630	SAMS CLUB DIRECT	CONCESSIONS SUPPLIES	04/29/2016	417.64
76426	SENIOR JALEPENO'S	CONCESSIONS SUPPLIES	04/08/2016	120.00
76586	SENIOR JALEPENO'S	CONCESSIONS SUPPLIES	04/22/2016	120.00
76657	SENIOR JALEPENO'S	CONCESSIONS SUPPLIES	04/29/2016	160.00
76560	TDS MEDIA DIRECT, INC.	ADVERTISING CRC	04/15/2016	399.00
76650	THE PIN CENTER	OFFICE SUPPLIES	04/29/2016	42.94
76610	UNITED SITE SERVICES OF COLORADO, INC	PORTABLE RESTROOMS AT MTN VIEW	04/22/2016	33.39
76673	UNITED SITE SERVICES OF COLORADO, INC	PORTABLE TOILET SERVICE	04/29/2016	40.00
76405	VICTORY SALES, INC	ABB LEAGUE AND TOURNAMENT SHIRTS	04/08/2016	320.40
76642	WINDSOR HARDWARE, LLC	CRC-COMPOST	04/29/2016	150.86
Total for Department: 451 RECREATION				48,900.36

Department: 452 AQUATICS/SWIMMING POOL

76533	CARD SERVICES	CRC-NEW EMPLOYEE BASKETS	04/15/2016	28.00
76632	CENTURYLINK	INTERNET SVC	04/29/2016	126.03
76594	ISLAND LAKE MARINE & SPORTS, INC	SUMMERIZED THE BOAT FOR LAKE	04/22/2016	163.33
76315	KING SOOPERS	NEW HIRE BASKETS	04/01/2016	19.93
76396	XCEL ENERGY	UTLITIES-POOL	04/08/2016	386.35
Total for Department: 452 AQUATICS/SWIMM				723.64

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Department: 454 PARKS				
76341	BH EATON DITCH COMPANY	ANNUAL DITCH ASSESSMENT	04/01/2016	200.00
76327	BOMGAARS	KEROSENE	04/01/2016	267.84
76665	BOMGAARS	DEWALT DRILL & EXTENTION CORD	04/29/2016	184.98
76637	BUNTING DISPOSAL, INC.	TRASH SVC	04/29/2016	630.50
76533	CARD SERVICES	PKS-BOOTS RTND	04/15/2016	3,930.84
76515	CENTURY LINK	LONG DISTANCE PHONE CHGS	04/15/2016	3.00
76397	CENTURYLINK	INTERNET SVC	04/08/2016	36.48
76511	COUNTRY JOHNS	EASTMAN PARK RESTROOM SERVICE	04/15/2016	723.00
76512	DBC IRRIGATION SUPPLY	SPRINKLER PARTS	04/15/2016	7,151.07
76550	DISCOVERY BENEFITS, INC	MED SPEND ACCT JAN 2016	04/15/2016	29.40
76324	E-470 PUBLIC HIGHWAY AUTHORITY	TOLL CHGS	04/01/2016	40.33
76467	ERIC LUCAS	2016 NeRPA MIDWEST CONF PER DIEM APRIL 10-12	04/08/2016	192.00
76465	ERO RESOURCES CORPORATION	PHASE 1 ESA UPDATE	04/08/2016	1,700.00
76331	FASTENAL COMPANY	TORX SECURITY BIT	04/01/2016	15.96
76535	FASTENAL COMPANY	EASTMAN PARK TOOLS	04/15/2016	70.01
76667	FASTENAL COMPANY	HARDWARE FOR CP PUMP	04/29/2016	13.21
76564	FORT COLLINS-LOVELAND WATER DISTRICT	WATER PURCHASED	04/22/2016	54.23
76504	GALETON, INC	GLOVES	04/15/2016	248.36
76631	GRAINGER, INC.	HAMMER DRILL	04/29/2016	749.47
76330	GREELEY LOCK AND KEY	SERVICE CALL-REPAIR CYLINDER-BOARDWALK	04/01/2016	171.90
76539	HELENA CHEMICAL COMPANY	HERICIDE	04/15/2016	193.20
76571	HOME DEPOT	MAIN PARK BATHROOM PAINT	04/22/2016	109.60
76459	INDUSTRIAL CONTAINER SERVICES-	TRASH CANS	04/08/2016	750.93
76291	JOHN BRUNNER AND COMPANY	CHASE HEATER @ EASTMAN	04/01/2016	617.45
76418	K AND W PRINTING, INC	VARIOUS PARK SIGNS	04/08/2016	1,450.00
76492	MANWEILER HARDWARE, INC	MARCH PARKS SUPPLIES	04/15/2016	111.95
76430	MINES AND ASSOCIATES PC	EMPLOYEE ASSIST PGM APRIL 2016	04/08/2016	19.44
76296	NAT'L REC AND PARK ASSOC	RENEWAL MEMBERSHIP	04/01/2016	171.00
76310	OFFICE DEPOT	OFFICE SUPPLIES	04/01/2016	0.64
76503	OFFICE DEPOT	FILE WALL HANGING	04/15/2016	117.86
76640	OFFICE DEPOT	OFFICE SUPPLIES	04/29/2016	23.98
76337	PAWNEE BUTTES SEED	SEED	04/01/2016	2,362.50
76652	PIONEER SAND COMPANY	BROWN TIMBERS FOR HIGHLAND	04/29/2016	239.50
76566	POUDRE VALLEY RURAL ELECTRIC ASSOCIATION	UTLITIES	04/22/2016	37.55
76519	QUALITY WELL AND PUMP	PULL AND RESET PUMP	04/15/2016	6,280.06
76314	T AND T TIRE OF WINDSOR, INC.	SCRAPE TIRE DISPOSAL	04/01/2016	5.00
76650	THE PIN CENTER	OFFICE SUPPLIES	04/29/2016	24.58
76567	VICTORY SALES, INC	STAFF UNIFORMS	04/22/2016	997.50
76486	WHITNEY IRRIGATION COMPANY	DITCH MANAGEMENT SERVICE	04/15/2016	2,085.00
76642	WINDSOR HARDWARE, LLC	BIT SET AND HARDWARE	04/29/2016	567.85
76412	WINDSOR-SEVERANCE FIRE PROTECT	TOWN'S PORTION MUSEUM UTILITY MAR 2016	04/08/2016	33.79
76396	XCEL ENERGY	UTILITIES-PARKS	04/08/2016	3,870.88
Total for Department: 454 PARKS				36,482.84

Department: 455 SAFETY/LOSS CONTROL

76535	FASTENAL COMPANY	VENDING MACHINE STOCK	04/15/2016	1,765.61
Total for Department: 455 SAFETY/LOSS CON				1,765.61

Department: 456 ART & HERITAGE

76604	CAITLIN HEUSSER	PER DIEM CWAM CONF IN WY	04/22/2016	123.00
76533	CARD SERVICES	AHC- EXHIBITION MATERIALS	04/15/2016	734.98
76515	CENTURY LINK	LONG DISTANCE PHONE CHGS	04/15/2016	3.73
76397	CENTURYLINK	INTERNET SVC	04/08/2016	51.21
76632	CENTURYLINK	INTERNET SVC	04/29/2016	185.27
76585	DIGI PIX SIGNS	SENIOR ART SHOW SIGN	04/22/2016	175.38
76550	DISCOVERY BENEFITS, INC	MED SPEND ACCT JAN 2016	04/15/2016	9.80
76492	MANWEILER HARDWARE, INC	PACKAGING TAPE - CUSTODIAL SUPPLIES	04/15/2016	6.82
76430	MINES AND ASSOCIATES PC	EMPLOYEE ASSIST PGM APRIL 2016	04/08/2016	9.72
76310	OFFICE DEPOT	OFFICE SUPPLIES	04/01/2016	1.28
76650	THE PIN CENTER	OFFICE SUPPLIES	04/29/2016	15.48
76493	XCEL ENERGY	UTILITIES-MUSEUM	04/15/2016	571.88
Total for Department: 456 ART & HERITAGE				1,888.55

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Department: 457 TOWN HALL				
76637	BUNTING DISPOSAL, INC.	TRASH SVC	04/29/2016	21.50
76515	CENTURY LINK	LONG DISTANCE PHONE CHGS	04/15/2016	32.26
76397	CENTURYLINK	INTERNET SVC	04/08/2016	131.38
76494	CENTURYLINK	INTERNET SVC TH	04/15/2016	630.25
76632	CENTURYLINK	INTERNET SVC	04/29/2016	64.44
76493	XCEL ENERGY	UTILITES -TH	04/15/2016	2,051.12
Total for Department: 457 TOWN HALL				2,930.95
Total for Fund:01 GENERAL FUND				491,509.85
Fund: 02 PARK IMPROVEMENT FUND				
Department: 000 NO PROJECT CODE ASSIGNED				
76323	MCCAULEY CONSTRUCTORS, INC	COYOTE GULCH PARK-RETAINAGE	04/01/2016	20,051.13
Total for Department: 000 NO PROJECT CODE				20,051.13
Total for Fund:02 PARK IMPROVEMENT FUN				20,051.13
Fund: 03 CONSERVATION TRUST FUND				
Department: 454 PARKS				
76612	ERO RESOURCES CORPORATION	FRANK STATE WILDLIFE MANAGEMENT DOCS	04/22/2016	1,337.00
76663	INTERWEST CONSULTING GROUP INC	HWY 392 CONCEPT DESIGN #1	04/29/2016	437.50
Total for Department: 454 PARKS				1,774.50
Total for Fund:03 CONSERVATION TRUST FI				1,774.50

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 04 CAPITAL IMPROVEMENT FUND				
Department: 000 NO PROJECT CODE ASSIGNED				
76382	AARON DAVID MORTENSEN	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	431.99
76364	BLAKE CHAMBLISS	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	35.99
76372	BRENT PROPS	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	59.99
76381	BSJ ENTERPRISES, INC	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	808.08
76363	CAB WEST LLC	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	12.58
76358	CHARLES G. DIETZ	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	122.98
76354	DEBRA J. LUKASIEWICZ	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	161.97
76371	EARL & STACY PITTMAN	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	53.14
76367	FRANK JOHNSON	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	6.60
76355	GERALD F. LISKE II	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	236.40
76373	HANNAH REIS	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	30.00
76383	HOMESTEAD PROPERTIES, INC.	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	435.28
76366	HYUNDAI LEASING TITLING TRUST	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	56.46
76377	IAN R. WALE	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	33.00
76353	ISMAEL C. RODRIQUEZ	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	193.34
76361	JACK K ARMSTRONG	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	263.96
76376	JENNIFER THOMPSON	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	6.00
76378	JUSTIN WALRATH	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	7.20
76359	KELSEY L DANIELS	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	18.00
76356	KRISTIE L. HARTLEY	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	84.75
76379	LINDA L. MILLER	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	623.91
76370	MADELINE MISCHO	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	6.00
76362	MARK BRASE	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	191.90
76357	MARK FOWLER	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	77.99
76380	MASTERS FLOORING LLC	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	659.67
76385	MATTHEW A. MISCHO	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	143.37
76369	SCOTT A. LANDON	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	47.95
76375	SHANNON SMITH	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	12.00
76368	SHERMAN KAPLAN	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	6.00
76340	SMART CARPET CARE LLC	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	303.54
76365	STANLEY J. FRIESEN	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	103.55
76352	TRAVERSE CHRISTIAN CHRUCH	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	20.40
76374	WARREN SCHUTTE	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	211.17
76360	WILLIAM M ANDERSON	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	34.79
76384	YURI GUSAK	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	421.26

Total for Department: 000 NO PROJECT CODE 5,921.21

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Department: 410 TOWN CLERK/CUSTOMER SERVI				
76406	OFFICESCAPES	OFFICE SPACE PANEL, LAYOUT & INSTALLATION	04/08/2016	555.20
Total for Department: 410 TOWN CLERK/CUS'				555.20
Department: 429 STREETS & ALLEYS				
76432	A-1 CHIPSEAL CO	CRACK REPAIR PROJECT	04/08/2016	71,369.86
76658	A-1 CHIPSEAL CO	CRACK REPAIR PRJCT	04/29/2016	63,413.48
76669	CO DEPT OF TRANSPORTATION	392 & n125 RECONSTRUCTION-SPLIT WITH FT. COLL	04/29/2016	58,689.17
76469	CTC, INC.	QUIET ZONE CONSTR PJCT	04/08/2016	199,265.66
76471	ELB ENGINEERING, LLC	WCR 13/CROSSROADS SIGNAL DESIGN	04/08/2016	315.00
76577	FELSBURG HOLT AND ULLEVIG, INC	QUIET ZONE PJCT PLANNIG/ADMIN	04/22/2016	2,275.45
76462	MARTIN MARIETTA MATERIALS, INC	RDWY IMPRVMT PJCT 2015	04/08/2016	299,180.59
76549	TST, INC CONSULTING ENGINEERS	NEW LIBERTY RD DESIGN	04/15/2016	16,090.50
76466	WALSH CONSTRUCTION, INC	MISC CONCRETE REPAIR	04/08/2016	37,723.93
76613	WALSH CONSTRUCTION, INC	QUIET ZONE PJCT CONSTRUCTION	04/22/2016	228,633.36
Total for Department: 429 STREETS & ALLEY:				976,957.00
Department: 430 PUBLIC WORKS DEPARTMENT				
76468	INFUSION ARCHITECTS	PW BLDG ARCHITECTURE	04/08/2016	30,338.50
76464	WILLIAM T. WELCH COMPANY, LLC	PRJCT MGR PW BLDG	04/08/2016	2,730.00
76609	WILLIAM T. WELCH COMPANY, LLC	PW BLD PROJECT MGMT	04/22/2016	9,485.00
Total for Department: 430 PUBLIC WORKS DE				42,553.50
Department: 432 CEMETERY				
76674	SCHLOSSER SIGNS, INC	LAKEVIEW CEMETERY SIGN PROJECT	04/29/2016	47,872.53
Total for Department: 432 CEMETERY				47,872.53
Department: 454 PARKS				
76513	GREENPLAY, LLC	MASTER PLAN UPDATE	04/15/2016	5,075.00
76346	PINKARD CONSTRUCTION COMPANY	DIAMOND VALLEY PROJECT	04/01/2016	29,090.68
76461	THE BIRDSALL GROUP	15TH STREET & WALNUT STREET PROJECT	04/08/2016	1,468.00
76553	THK ASSOCIATES, INC	EASTMAN PARK SOUTH MASTER PLAN	04/15/2016	821.25
Total for Department: 454 PARKS				36,454.93
Department: 456 ART & HERITAGE				
76600	ROBERT PECCIA AND ASSOCIATES I	EATON HOUSE MASTER PLAN - PAYMENT 1	04/22/2016	11,315.64
Total for Department: 456 ART & HERITAGE				11,315.64
Total for Fund:04 CAPITAL IMPROVEMENT I				1,121,630.01

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 05 COMMUNITY & REC CENTER FUND				
Department: 000 NO PROJECT CODE ASSIGNED				
76382	AARON DAVID MORTENSEN	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	72.00
76364	BLAKE CHAMBLISS	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	6.00
76372	BRENT PROPS	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	10.00
76381	BSJ ENTERPRISES, INC	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	134.68
76363	CAB WEST LLC	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	2.10
76358	CHARLES G. DIETZ	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	20.50
76354	DEBRA J. LUKASIEWICZ	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	27.00
76371	EARL & STACY PITTMAN	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	8.86
76616	ELISSA ERICKSON	REIMB FOR CANCELLED ROOM RENTAL DUE TO W	04/22/2016	95.62
76367	FRANK JOHNSON	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	1.10
76355	GERALD F. LISKE II	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	39.40
76373	HANNAH REIS	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	5.00
76383	HOMESTEAD PROPERTIES, INC.	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	72.55
76366	HYUNDAI LEASING TITLING TRUST	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	9.40
76377	IAN R. WALE	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	5.50
76353	ISMAEL C. RODRIQUEZ	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	32.22
76361	JACK K ARMSTRONG	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	43.99
76376	JENNIFER THOMPSON	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	1.00
76378	JUSTIN WALRATH	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	1.20
76359	KELSEY L DANIELS	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	3.00
76356	KRISTIE L. HARTLEY	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	14.12
76379	LINDA L. MILLER	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	103.98
76370	MADELINE MISCHO	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	1.00
76362	MARK BRASE	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	31.98
76357	MARK FOWLER	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	13.00
76380	MASTERS FLOORING LLC	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	109.94
76385	MATTHEW A. MISCHO	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	23.90
76369	SCOTT A. LANDON	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	7.99
76375	SHANNON SMITH	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	2.00
76368	SHERMAN KAPLAN	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	1.00
76340	SMART CARPET CARE LLC	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	50.59
76365	STANLEY J. FRIESEN	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	17.26
76352	TRAVERSE CHRISTIAN CHRUCH	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	3.40
76374	WARREN SCHUTTE	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	35.19
76360	WILLIAM M ANDERSON	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	5.80
76384	YURI GUSAK	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	70.21

Total for Department: 000 NO PROJECT CODE 1,082.48

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Department: 490 COMMUNITY RECREATION CENT				
76637	BUNTING DISPOSAL, INC.	TRASH SVC	04/29/2016	113.75
76533	CARD SERVICES	CRC-OFFICE SUPPLIES	04/15/2016	632.52
76515	CENTURY LINK	LONG DISTANCE PHONE CHGS	04/15/2016	1.80
76494	CENTURYLINK	INTERNET SVC CRC	04/15/2016	630.25
76632	CENTURYLINK	INTERNET SVC	04/29/2016	497.39
76550	DISCOVERY BENEFITS, INC	MED SPEND ACCT JAN 2016	04/15/2016	24.50
76315	KING SOOPERS	NEW HIRE BASKETS	04/01/2016	20.00
76649	KING SOOPERS	FRONT DESK SUPPLIES	04/29/2016	18.46
76430	MINES AND ASSOCIATES PC	EMPLOYEE ASSIST PGM APRIL 2016	04/08/2016	22.68
76650	THE PIN CENTER	OFFICE SUPPLIES	04/29/2016	42.94
76391	VERIZON WIRELESS SERVICES LLC	CELLULAR PHONE SVC	04/08/2016	29.23
76396	XCEL ENERGY	UTILITIES-CRC	04/08/2016	5,999.59

Total for Department: 490 COMMUNITY RECF 8,033.11

Total for Fund:05 COMMUNITY & REC CENT 9,115.59

Fund: 06 WATER FUND

Department: 000 NO PROJECT CODE ASSIGNED

76603	BLANDING DIRT WORK	WATER METER RENTAL DEPOSIT REFUND	04/22/2016	2,100.00
76481	Cheryl & Edward Young	UTILITY ACCOUNT CLOSING REFUND	04/08/2016	48.84
76680	GOLDEN TRIANGLE CONSTRUCTION	HYDRANT METER RENTAL DEPOSIT REFUND	04/29/2016	2,100.00
76562	Jose Moncivais	UTILITY ACCOUNT CLOSING REFUND	04/15/2016	166.54
76480	Lennar Colorado, LLC	UTILITY ACCOUNT CLOSING REFUND	04/08/2016	68.47
76485	Richmond American Homes	UTILITY ACCOUNT CLOSING REFUND	04/08/2016	120.91
76484	Ruth Beckham	UTILITY ACCOUNT CLOSING REFUND	04/08/2016	30.00

Total for Department: 000 NO PROJECT CODE 4,634.76

Department: 471 WATER

76421	AAA AUTO PARTS NAPA WINDSOR	GLOVES	04/08/2016	33.98
76327	BOMGAARS	UNIFORMS		24.99
76665	BOMGAARS	UNIFORMS	04/29/2016	119.97
76533	CARD SERVICES	PW-DAY TIMER	04/15/2016	101.50
76515	CENTURY LINK	LONG DISTANCE PHONE CHGS	04/15/2016	3.46
76565	CITY OF GREELEY WATER DEPARTMENT	WATER PURCHASED	04/22/2016	3,312.70
76587	CLEAR WATER SOLUTIONS INC	POTABLE WATER GENERAL SVCS	04/22/2016	4,346.56
76389	COLORADO WATER CONGRESS	MEMBERSHIP DUES	04/08/2016	820.00
76626	DANA KEPNER COMPANY, INC.	24" CLAMPS	04/29/2016	3,873.76
76588	DATAPRINT SERVICES, LLC	POSTAGE	04/22/2016	2,070.02
76564	FORT COLLINS-LOVELAND WATER DISTRICT	WATER PURCHASED	04/22/2016	28,038.11
76328	JVA, INCORPORATED	WATER LINE REPLACEMENT DESIGN	04/01/2016	10,500.00
76492	MANWEILER HARDWARE, INC	PIPE FITTINGS AND DRILL BIT	04/15/2016	138.65
76526	MEGAN WALTER	PER DIEM FOR CUST SVC CONF PHX 4/25/16	04/15/2016	39.75
76430	MINES AND ASSOCIATES PC	EMPLOYEE ASSIST PGM APRIL 2016	04/08/2016	9.72
76318	NATIONAL METER AND AUTOMATION	YOKES/SETTERS	04/01/2016	4,527.72
76584	NATIONAL METER AND AUTOMATION	METER BODIES AND TRANSMITTERS	04/22/2016	21,858.92
76656	NATIONAL METER AND AUTOMATION	INSIDE SETTERS	04/29/2016	1,104.32
76395	NORTH WELD COUNTY WATER DISTRICT	WATER PURCHASED	04/08/2016	67,133.64
76306	POUDRE VALLEY RURAL ELECTRIC ASSOCIATION	UTILITIES	04/01/2016	1,324.14
76499	POUDRE VALLEY RURAL ELECTRIC ASSOCIATION	UTILITIES	04/15/2016	31.33
76566	POUDRE VALLEY RURAL ELECTRIC ASSOCIATION	UTILITIES	04/22/2016	31.98
76636	POUDRE VALLEY RURAL ELECTRIC ASSOCIATION	UTILITIES	04/29/2016	1,202.70
76627	SAFEWAY, INC.	WATER/SEWER BD MTG FOOD	04/29/2016	6.99
76650	THE PIN CENTER	OFFICE SUPPLIES	04/29/2016	5.65
76305	TIMBERLINE ELECTRIC AND CONTRO	FIX THE MONTHLY USAGE REPORT	04/01/2016	228.25
76402	UTILITY NOTIFICATION CENTER OF COLORADO	LOCATE TRANSMISSIONS	04/08/2016	852.28
76453	WELD CO DEPT OF PUBLIC HEALTH	WATER SAMPLES	04/08/2016	1,080.00

Total for Department: 471 WATER 152,821.09

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Department: 484 NON-POTABLE				
76587	CLEAR WATER SOLUTIONS INC	WINDSOR NEW CACHE 15-200'	04/22/2016	15,139.01
76529	LAND TITLE GUARANTEE COMPANY	LITIGATION POLICY - VACANT LAND	04/15/2016	493.00
76395	NORTH WELD COUNTY WATER DISTRICT	15TH STREET & WALNUT STREET PROJECT	04/08/2016	18.30
76306	POUDRE VALLEY RURAL ELECTRIC ASSOCIATION	UTILITIES	04/01/2016	112.50
76636	POUDRE VALLEY RURAL ELECTRIC ASSOCIATION	UTILITIES	04/29/2016	112.50
76496	TIMBERLINE ELECTRIC AND CONTRO	REPAIR SUTRON AT SPRINGER DITCH	04/15/2016	1,065.75
76615	WENCK ASSOCIATES, INC	KYGER RESV PUMP STN DESIGN	04/22/2016	21,185.02
76493	XCEL ENERGY	UTILITES-KERN	04/15/2016	59.77
Total for Department: 484 NON-POTABLE				38,185.85
Total for Fund:06 WATER FUND				195,641.70

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 07 SEWER FUND				
Department: 481 SEWER SYSTEM				
76533	CARD SERVICES	PW-CONCRETE MANHOLE RINGS	04/15/2016	638.00
76397	CENTURYLINK	INTERNET SVC	04/08/2016	197.02
76632	CENTURYLINK	INTERNET SVC	04/29/2016	49.28
76638	DALE'S ENVIRONMENTAL SERVICES,	VIDEO INSPECTION OF SEWER LINE	04/29/2016	450.00
76588	DATAPRINT SERVICES, LLC	POSTAGE	04/22/2016	1,590.84
76390	FALCON ENVIRONMENTAL CORP	CHECK VALVES & GASKET	04/08/2016	711.48
76563	FALCON ENVIRONMENTAL CORP	IMPELLER, BOLTS & WASHERS	04/22/2016	2,068.92
76595	FARNSWORTH GROUP, INC.	PELICAN LAKE LIFT STATION REPLACEMENT	04/22/2016	5,083.00
76526	MEGAN WALTER	PER DIEM FOR CUST SVC CONF PHX 4/25/16	04/15/2016	39.75
76430	MINES AND ASSOCIATES PC	EMPLOYEE ASSIST PGM APRIL 2016	04/08/2016	3.24
76442	PERRY LEWIS	REIMBURSEMENT FOR TEST FEE	04/08/2016	60.00
76650	THE PIN CENTER	OFFICE SUPPLIES	04/29/2016	5.65
76391	VERIZON WIRELESS SERVICES LLC	CELLULAR PHONE SVC	04/08/2016	240.25
76633	WILLIAMS EQUIPMENT COMPANY	CATCH BASIN NOZZLE	04/29/2016	250.00
76396	XCEL ENERGY	UTILITIES-WATER/SEWER	04/08/2016	509.73

Total for Department: 481 SEWER SYSTEM 11,897.16

Department: 482 DISPOSAL PLANT

76637	BUNTING DISPOSAL, INC.	TRASH SVC	04/29/2016	34.84
76397	CENTURYLINK	INTERNET SVC	04/08/2016	205.64
76632	CENTURYLINK	INTERNET SVC	04/29/2016	61.39
76417	CMS MECHANICAL SERVICES, INC.	FURNCE INSPECTION	04/08/2016	345.75
76573	COLORADO ANALYTICAL LABORATORY	LAB TESTING	04/22/2016	30.00
76440	COLORADO STATE UNIVERSITY FUND #2-21790	FISH/ENTHIC BIOSURVEYS	04/08/2016	1,567.70
76550	DISCOVERY BENEFITS, INC	MED SPEND ACCT JAN 2016	04/15/2016	9.80
76441	ENVIRONMICRO INC.	FISH & BENTHIC BIOSURVEY'S BY CSU	04/08/2016	825.00
76433	ERA - A WATERS COMPANY	LAB SAMPLES	04/08/2016	850.60
76595	FARNSWORTH GROUP, INC.	WWTP IMPROVEMENTS	04/22/2016	3,662.05
76393	HACH ENVIRONMENTAL	LAB SUPPLIES	04/08/2016	29.39
76470	INTEGRATED WATER SERVICES, INC.	WWTP NUTRIENT UPGRADES	04/08/2016	123,571.25
76497	JAX INC.	SNAP LINK	04/15/2016	55.93
76606	KELLY SUPPLY COMPANY	HOSES	04/22/2016	587.00
76506	MAIL N COPY	MAILING	04/15/2016	12.24
76443	MICHAEL RICHARD	ACTIVATED SLUDGE SAMPLES	04/08/2016	350.00
76430	MINES AND ASSOCIATES PC	EMPLOYEE ASSIST PGM APRIL 2016	04/08/2016	6.48
76303	NEWCO, INC.	FUSES	04/01/2016	26.70
76499	POUDRE VALLEY RURAL ELECTRIC ASSOCIATION	UTILITIES	04/15/2016	327.61
76566	POUDRE VALLEY RURAL ELECTRIC ASSOCIATION	UTLITIES	04/22/2016	18,811.97
76650	THE PIN CENTER	OFFICE SUPPLIES	04/29/2016	5.65
76496	TIMBERLINE ELECTRIC AND CONTRO	METER AND FLUME CALIBRATIONS	04/15/2016	1,199.50
76423	VERIS ENVIRONMENTAL, LLC	SLUDGE REMOVAL	04/08/2016	13,981.70
76653	VERIS ENVIRONMENTAL, LLC	SLUDGE REMOVAL	04/29/2016	258,987.39
76488	WATER ENVIRONMENT FEDERATION	RENEWAL FEE	04/15/2016	106.00
76642	WINDSOR HARDWARE, LLC	CAP/SUPPLIES	04/29/2016	121.41

Total for Department: 482 DISPOSAL PLANT 425,772.99

Total for Fund:07 SEWER FUND 437,670.15

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 08 STORM DRAIN FUND				
Department: 000 NO PROJECT CODE ASSIGNED				
76482	Highland Meadows Lots, LLC	UTILITY SERVICE CLOSING REFUND	04/08/2016	11.42
76483	Highland Meadows Lots, LLC	UTILITY SERVICE CLOSING REFUND	04/08/2016	4.33
Total for Department: 000 NO PROJECT CODE				15.75
Department: 483 STORM DRAINAGE SYSTEM				
76505	ANDERSON CONSULTING ENGINEERS	LAW BASIN ENGINEERING CONSULT	04/15/2016	2,951.08
76617	CENTRAL COLORADO WATER CONSERVANCY DIST	LAPOUDRE PIT SHORELINE REPAIR	04/22/2016	25,000.00
76651	COLORADO MOSQUITO CONTROL INC	2016 MOSQUITO CONTROL SERVICES	04/29/2016	14,083.55
76588	DATAPRINT SERVICES, LLC	POSTAGE	04/22/2016	1,590.84
76407	GLH CONSTRUCTION, INC.	LAW BASIN W. TRIB CHANNEL CONSTR	04/08/2016	102,742.98
76526	MEGAN WALTER	PER DIEM FOR CUST SVC CONF PHX 4/25/16	04/15/2016	39.75
76650	THE PIN CENTER	OFFICE SUPPLIES	04/29/2016	5.65
76554	WALSH CONSTRUCTION, INC	JOHN LAW PDM CONSTR	04/15/2016	445,179.02
76316	WATER & EARTH TECHNOLOGIES, INC	RAIN GAUGE MAINT	04/01/2016	2,070.00
Total for Department: 483 STORM DRAINAGE				593,662.87
Total for Fund:08 STORM DRAIN FUND				593,678.62

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 10 FLEET MANAGEMENT FUND				
Department: 491 FLEET MANAGEMENT				
76398	4 RIVERS EQUIPMENT	TURBO & GASKET FOR UNIT 34	04/08/2016	759.09
76472	A & C RADIATOR SERVICE	REPAIR RADIATOR	04/08/2016	125.00
76672	A-1 BASE, INC	BULBS, AND STROBE LIGHTS	04/29/2016	436.98
76421	AAA AUTO PARTS NAPA WINDSOR	HYDRAULIC FILTER	04/08/2016	1,450.29
76454	AGFINITY, INCORPORATED	FUEL FOR FLEET	04/08/2016	7,683.89
76413	B AND G EQUIPMENT, INC	FUEL FILTER	04/08/2016	67.70
76556	BOB'S CAR WASH	CAR WASH TOKENS	04/15/2016	114.80
76327	BOMGAARS	UNIFORMS	04/01/2016	68.97
76665	BOMGAARS	JACKS FOR TRAILER	04/29/2016	259.94
76533	CARD SERVICES	CRC-RECEIVER HITCHES, BIKE MOUNT RAKE	04/15/2016	404.68
76458	COLORADO BULLHIDE LLC	SPRAY ON BED LINER	04/08/2016	425.00
76541	COLORADO BULLHIDE LLC	SPRAY ON BED LINER	04/15/2016	425.00
76292	COREN PRINTING, INC.	OFFICE SUPPLIES	04/01/2016	66.00
76474	DBE MANUFACTURING & SUPPLY, LLC	METAL ROD	04/08/2016	167.73
76339	DEAN A PENDLETON	BRAKE CALIPER PRESS	04/01/2016	62.95
76456	DEAN A PENDLETON	PARTS TRAY, EXTENTION SET, LEAD SET	04/08/2016	153.45
76599	DEAN A PENDLETON	MISC. TOOLS	04/22/2016	225.03
76550	DISCOVERY BENEFITS, INC	MED SPEND ACCT JAN 2016	04/15/2016	9.80
76302	DXP ENTERPRISES, INC	BELT MATERIAL	04/01/2016	40.00
76410	FARIS MACHINERY COMPANY	TRAINING CLASS ON EQUIPMENT	04/08/2016	2,212.20
76502	FARIS MACHINERY COMPANY	CONVEYOR BELT PARTS	04/15/2016	1,855.35
76639	FARIS MACHINERY COMPANY	LOWER ROLLER	04/29/2016	536.38
76331	FASTENAL COMPANY	IMPACT DRILL	04/01/2016	417.74
76535	FASTENAL COMPANY	NUTS & BOLTS	04/15/2016	23.30
76392	GENERAL AIR SERVICE AND SUPPLY CO	WELDING ROD	04/08/2016	103.50
76517	HENSLEY BATTERY LLC	BATTERIES FOR LIFT STATIONS	04/15/2016	568.31
76555	JOHN DEERE FINANCIAL	DEWALT DRILL	04/15/2016	374.99
76411	KENZ AND LESLIE DISTRIBUTING	ADDITIVES FOR FLEET	04/08/2016	446.30
76641	KENZ AND LESLIE DISTRIBUTING	ADDITIVES FOR FLEET	04/29/2016	183.60
76583	KIMBALL MIDWEST	FAST DRY SOLVENT	04/22/2016	71.88
76388	KNOX FLEET & DISPLAY, LLC	NEW LOGO FOR FLEET	04/01/2016	273.30
76447	KOIS BROTHER EQUIPMENT CO, INC	REPAIR SIDE WING PLOW ON UNIT 43	04/08/2016	1,656.00
76401	LAWSON PRODUCTS, INC.	MISC. SHOP SUPPLIES	04/08/2016	502.66
76408	LL JOHNSON DISTRIBUTING CO.	WEIGHT KIT UNIT 105	04/08/2016	295.00
76508	MAC EQUIPMENT INC.	ANGLE CYLINDER	04/15/2016	473.28
76492	MANWEILER HARDWARE, INC	CHAIN AND HARDWARE	04/15/2016	28.80
76430	MINES AND ASSOCIATES PC	EMPLOYEE ASSIST PGM APRIL 2016	04/08/2016	6.48
76507	O.J. WATSON EQUIPMENT	CAB PROTECTOR	04/15/2016	1,659.60
76572	O.J. WATSON EQUIPMENT	INSTALL TOMMY GATE ON UNIT 110	04/22/2016	3,076.00
76310	OFFICE DEPOT	SCISSORS	04/01/2016	2.29
76503	OFFICE DEPOT	BUSINESS CARD HOLDER	04/15/2016	48.96
76640	OFFICE DEPOT	OFFICE SUPPLIES	04/29/2016	23.99
76429	OREILLY AUTO PARTS	FLOOR JACK	04/08/2016	582.21
76348	QUICK STITCH EMBROIDERY, LLC	UNIFORMS & EMBROIDARY-DANNY	04/01/2016	137.92
76448	RHINNES SMALL ENGINES LLC	CABLE	04/08/2016	34.45
76635	SAFETY-KLEEN CORP.	PARTS WASHER SERVICE	04/29/2016	494.93
76317	SPRADLEY BARR FORD, INC - FT COLLINS	RADIATOR HOSE	04/01/2016	43.31
76654	SPRADLEY BARR FORD, INC - FT COLLINS	CREDIT FOR RETURN PARTS	04/29/2016	307.54
76655	SPRADLEY BARR FORD, INC - FT COLLINS	2016 FORD F-250 #110 VIN# IFTBF2A61GEC57624	04/29/2016	84,872.00
76678	STRICTLY TOOLBOXES.COM	TOOL CHEST FOR FLEET	04/29/2016	6,740.00
76646	T AND T TIRE OF WINDSOR, INC.	TIRES FOR UNIT 12	04/29/2016	500.48
76439	TCI TIRE CENTERS	TIRE MOUNT/BALANCE UNIT 72 & ALIGNMENT	04/08/2016	1,472.48
76662	TCI TIRE CENTERS	4 NEW TIRES AND ALIGNMENT	04/29/2016	2,224.20
76650	THE PIN CENTER	OFFICE SUPPLIES	04/29/2016	24.58
76332	TRAFFIC MASTER, INC.	TESTED	04/01/2016	15.00

Total for Department: 491 FLEET MANAGEME 125,235.31

Total for Fund:10 FLEET MANAGEMENT FUP 125,235.31

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 11 INFORMATION TECHNOLOGY FUND				
Department: 492 INFORMATION TECHNOLOGY				
76608	ACCELA, INC	UTILITY ONLINE BILLS MONTHLY FEE MAR 2016	04/22/2016	2,353.00
76533	CARD SERVICES	IT-NEW EMPLOYEE SOFTWARE	04/15/2016	1,156.33
76419	CDW GOVERNMENT	IPAD CASES	04/08/2016	207.88
76578	CDW GOVERNMENT	REPLACEMENT AUDIO AMP-SHOPS	04/22/2016	234.00
76473	CGAIT	2016 MEMBERSHIP DUES	04/08/2016	330.00
76313	COMCAST CABLE COMM. LLC	INTERNET -PD	04/01/2016	15.05
76645	COMCAST CABLE COMM. LLC	INTERNET SVC -PD	04/29/2016	480.97
76625	COREN PRINTING, INC.	OFFICE SUPPLIES/PRINTING	04/29/2016	110.82
76550	DISCOVERY BENEFITS, INC	MED SPEND ACCT JAN 2016	04/15/2016	9.80
76430	MINES AND ASSOCIATES PC	EMPLOYEE ASSIST PGM APRIL 2016	04/08/2016	12.96
76325	NEWEGG BUSINESS, INC	IPADS	04/01/2016	2,057.34
76532	NEWEGG BUSINESS, INC	BATTERY-POWER SUPPLY	04/15/2016	572.20
76435	NUMARA SOFTWARE, INC	TRACK IT! SUPPORT/SELF SERVE USERS	04/08/2016	208.00
76310	OFFICE DEPOT	OFFICE SUPPLIES	04/01/2016	24.59
76640	OFFICE DEPOT	OFFICE SUPPLIES	04/29/2016	3.70
76540	PEAK MEDIA INC	LEIGHTRONIX 1 YEAR SVC	04/15/2016	3,259.23
76342	QUILL CORPORATION	TONER	04/01/2016	259.81
76449	SOLARWINDS WORLDWIDE LLC	DAMEWARE REMOTE SUPPORT USER LICENSE	04/08/2016	294.95
76581	STATE OF COLORADO/OIT	INTERNET SVC OIT QTR 1 2016	04/22/2016	3,749.37
76650	THE PIN CENTER	OFFICE SUPPLIES	04/29/2016	24.58
76424	TRACKER SOFTWARE CORPORATION	PW ANNUAL SOFTWARE SUPPORT	04/08/2016	1,805.00
76391	VERIZON WIRELESS SERVICES LLC	CELLULAR PHONE SVC	04/08/2016	212.64
76580	VERMONT SYSTEMS, INC.	RECTRAC UPGRADE	04/22/2016	6,590.57
76409	XEROX CORPORATION	MONTHLY COPIER LEASE PYMT	04/08/2016	2,832.95

Total for Department: 492 INFORMATION TEC 26,805.74

Total for Fund: 11 INFORMATION TECHNOLC 26,805.74

Fund: 15 HEALTH INSURANCE FUND

Department: 000 NO PROJECT CODE ASSIGNED

76450	1ST BANK OF NORTHERN COLORADO	BI-WEEKLY EMPLOYEE PAYROLL DEDUCTIONS	04/08/2016	10,196.85
76591	1ST BANK OF NORTHERN COLORADO	BI-WEEKLY EMPLOYEE PAYROLL DEDUCTIONS	04/22/2016	10,164.36
76681	ROBERT HARRISON	REIMBURSEMENT FOR BENEFITS DEDUCTION	04/29/2016	34.17

Total for Department: 000 NO PROJECT CODE 20,395.38

Total for Fund: 15 HEALTH INSURANCE FUNI 20,395.38

Fund: 17 FACILITY SERVICES

Department: 496 CUSTODIAL SERVICE

76625	COREN PRINTING, INC.	OFFICE SUPPLIES/PRINTING	04/29/2016	14.43
76331	FASTENAL COMPANY	QUIET BAND	04/01/2016	12.78
76428	HILLYARD INC	ROLL TOWELS, CAN LINERS	04/08/2016	1,527.31
76430	MINES AND ASSOCIATES PC	EMPLOYEE ASSIST PGM APRIL 2016	04/08/2016	12.96
76310	OFFICE DEPOT	OFFICE SUPPLIES	04/01/2016	5.11
76640	OFFICE DEPOT	OFFICE SUPPLIES	04/29/2016	4.96
76297	SAFEWAY, INC.	SODAS, TREATS FOR TRAINING	04/01/2016	17.35
76400	SUPPLYWORKS	TUBE MOPS	04/08/2016	224.48
76650	THE PIN CENTER	OFFICE SUPPLIES	04/29/2016	5.93
76547	VERITIV OPERATING COMPANY	MOP KIT	04/15/2016	442.56
76307	VICTORY SALES, INC	UNIFORMS	04/01/2016	250.00
76500	VICTORY SALES, INC	UNIFORMS	04/15/2016	80.00
76642	WINDSOR HARDWARE, LLC	GOOF OFF, PAINTER TOOL, FINISH	04/29/2016	75.49

Total for Department: 496 CUSTODIAL SERVI 2,673.36

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Department: 497 FACILITY MAINTENANCE				
76597	AIR COMFORT, INC	HVAC REPAIR & TOWN HALL	04/22/2016	6,680.14
76618	AMERICAN TIME	GUARD WIRE	04/22/2016	91.85
76677	AMERICAN TIME	GUARD WIRE	04/29/2016	112.94
76425	BAREFOOT FARMS INC.	SNOW REMOVAL @ TOWN HALL, CRC, PD	04/08/2016	841.25
76516	BAREFOOT FARMS INC.	SNOE REMOAL @ TOWN HALL, CRC & PD	04/15/2016	627.50
76544	BLAZE ON SITE REPAIR	EQUIPMENT REPAIR	04/15/2016	329.05
76533	CARD SERVICES	FAC-STAFF DEV	04/15/2016	10.99
76632	CENTURYLINK	INTERNET SVC	04/29/2016	50.20
76625	COREN PRINTING, INC.	OFFICE SUPPLIES/PRINTING	04/29/2016	3.61
76392	GENERAL AIR SERVICE AND SUPPLY CO	CYLINDER RENTAL	04/08/2016	14.69
76631	GRAINGER, INC.	HALDI LAMP	04/29/2016	983.93
76571	HOME DEPOT	LUMBER	04/22/2016	12.17
76329	INTERSTATE BATTERY OF THE ROCKIES	BATTERIES	04/01/2016	107.91
76492	MANWEILER HARDWARE, INC	CONCRETE & TILE GROUT	04/15/2016	22.35
76431	METAL DISTRIBUTORS	ALUMINUM	04/08/2016	17.50
76430	MINES AND ASSOCIATES PC	EMPLOYEE ASSIST PGM APRIL 2016	04/08/2016	6.48
76310	OFFICE DEPOT	OFFICE SUPPLIES	04/01/2016	1.27
76640	OFFICE DEPOT	OFFICE SUPPLIES	04/29/2016	1.23
76531	OLD NATIONAL BANK	ENERGY EFFICIENCY LEASE PURCHASE APR 2016	04/15/2016	3,455.41
76321	QUALITY DOOR, INC	OVERHEAD DOOR REPAIR @ PW SHOP	04/01/2016	102.00
76343	SECURITY AND SOUND DESIGN	REPLACE TRANSMITTER CASE	04/01/2016	40.50
76546	SECURITY AND SOUND DESIGN	SERVICE CALL- CRC	04/15/2016	75.00
76451	STANLEY ACCESS TECHNOLOGIES, L	AUTOMATIC DOOR REPAIR	04/08/2016	480.18
76650	THE PIN CENTER	OFFICE SUPPLIES	04/29/2016	15.48
76642	WINDSOR HARDWARE, LLC	CAULK	04/29/2016	72.06

Total for Department: 497 FACILITY MAINTENANCE 14,155.69

Total for Fund:17 FACILITY SERVICES 16,829.05

Fund: 19 DOWNTOWN DEVELOPMENT AUTHORITY

Department: 486 DOWNTOWN DEVELOPMENT AUTHORITY

76557	AYRES ASSOCIATES, INC.	PROFESSIONAL SERVICES THROUGH APRIL 2, 2016	04/15/2016	4,346.34
76533	CARD SERVICES	DDA-EMAIL SVC	04/15/2016	20.00
76293	COREN PRINTING, INC.	NOTECARD & ENVELOPES- DDA	04/01/2016	121.00
76559	HUMPHRIES POLI ARCHITECTS, P.C.	LIBRARY FEASIBILITY STUDY	04/15/2016	5,622.80
76614	LILEY LAW OFFICES, LLC	DDA LEGAL SERVICES	04/22/2016	288.00
76521	THE GREELEY TRIBUNE	ADVERTISING -DDA BUS SPOTLIGHT	04/15/2016	410.00

Total for Department: 486 DOWNTOWN DEVELOPMENT AUTHORITY 10,808.14

Total for Fund:19 DOWNTOWN DEVELOPMENT AUTHORITY 10,808.14

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 21 COMMUNITY CENTER EXPANSION				
Department: 000 NO PROJECT CODE ASSIGNED				
76382	AARON DAVID MORTENSEN	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	270.22
76364	BLAKE CHAMBLISS	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	22.52
76372	BRENT PROPS	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	37.52
76381	BSJ ENTERPRISES, INC	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	505.46
76363	CAB WEST LLC	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	7.85
76358	CHARLES G. DIETZ	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	76.93
76354	DEBRA J. LUKASIEWICZ	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	101.32
76371	EARL & STACY PITTMAN	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	33.24
76367	FRANK JOHNSON	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	4.13
76355	GERALD F. LISKE II	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	147.88
76373	HANNAH REIS	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	18.76
76383	HOMESTEAD PROPERTIES, INC.	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	272.27
76366	HYUNDAI LEASING TITLING TRUST	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	35.32
76377	IAN R. WALE	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	20.64
76353	ISMAEL C. RODRIQUEZ	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	120.94
76361	JACK K ARMSTRONG	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	165.11
76376	JENNIFER THOMPSON	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	3.75
76378	JUSTIN WALRATH	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	4.50
76359	KELSEY L DANIELS	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	11.26
76356	KRISTIE L. HARTLEY	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	53.02
76379	LINDA L. MILLER	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	390.26
76370	MADELINE MISCHO	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	3.75
76362	MARK BRASE	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	120.05
76357	MARK FOWLER	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	48.78
76380	MASTERS FLOORING LLC	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	412.63
76385	MATTHEW A. MISCHO	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	89.69
76369	SCOTT A. LANDON	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	30.00
76375	SHANNON SMITH	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	7.50
76368	SHERMAN KAPLAN	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	3.75
76340	SMART CARPET CARE LLC	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	189.87
76365	STANLEY J. FRIESEN	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	64.77
76352	TRAVERSE CHRISTIAN CHRUCH	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	12.75
76374	WARREN SCHUTTE	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	132.09
76360	WILLIAM M ANDERSON	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	21.76
76384	YURI GUSAK	REFUND MV SALES TAX -LARIMER CTY	04/01/2016	263.51
Total for Department: 000 NO PROJECT CODE				3,703.80

Department: 493

76538	BARKER RINKER SEACAT ARCHITECT	CRC EXPANSION	04/15/2016	31,966.56
76533	CARD SERVICES	CRC-BREAK ROOM SUPPLIES	04/15/2016	1,286.62
76326	COLORADO STANDBY LLC	CONSTRUCTION GENERATOR REPAIRS	04/01/2016	500.00
76644	CTL/THOMPSON, INC.	CRC EXPANSION CONTRACT TESTING	04/29/2016	3,595.00
76534	GREELEY LOCK AND KEY	CRC EXPANSION OFFICE SECURITY	04/15/2016	7,596.12
76532	NEWEGG BUSINESS, INC	CISCO CP-8831 PHONE -CRC EXP	04/15/2016	4,188.13
76347	PINKARD CONSTRUCTION COMPANY	CRC EXPANSION	04/01/2016	1,215,572.06
76304	SAMS CLUB DIRECT	STAFF BREAK ROOM SUPPLIES	04/01/2016	269.98
76558	WORKPLACE PARTNERS	OFFICE FURNITURE BALANCE, CRC EXPANSION	04/15/2016	17,687.14
76676	WORKPLACE PARTNERS	LOUNGE SEATING/CHAIRS - PAYMENT #1	04/29/2016	54,051.00

Total for Department: 493 1,336,712.61

Total for Fund:21 COMMUNITY CENTER EXF 1,340,416.41

Total A/P	4,411,561.58
Payroll 2 Pay Periods	431,908.38
Grand Total	4,843,469.96



MEMORANDUM

Date: May 9, 2016
To: Mayor and Town Board
Via: Kelly Arnold, Town Manager
Scott Ballstadt, AICP, Director of Planning
From: Josh Olhava, AICP, Senior Planner
Subject: Resolution No. 2016-31 – A Resolution Approving a Site Plan for the Lake View Addition to the Town of Windsor 7th Filing, Lot 1 – Joe Shrader, applicant
Location: 620 Cedar Street
Item #: C.1

Background:

The applicant, Mr. Joe Shrader has submitted a final site plan known as Lake View Addition to the Town of Windsor Subdivision 7th Filing, Lot 1 Site Plan. The site plan encompasses approximately 0.20 acres and is zoned Residential Mixed Use (RMU). The site will include a new 2-story, 4-unit, multi-family building.

Site characteristics include:

- a 2,213 square foot building footprint;
- 8 off-street parking spaces; and
- architectural materials to match the neighborhood.

Additional site details can be found in the enclosed staff PowerPoint.

The preliminary site plan was approved by the Planning Commission at their January 6, 2016 regular meeting. There were no public comments or concerns raised during that meeting. On May 4, 2016, the Planning Commission reviewed the final site plan and provided a recommendation to the Town Board. As with the preliminary site plan, no public comments or concerns were raised.

Conformance with Comprehensive Plan: The application is consistent with the following goals and objectives of the 2016 Comprehensive Plan:

Chapter 5b - Growth Framework

Goal:

Maintain the character of the community while accommodating future growth that is fiscally and environmentally responsible.

Objective:

1. *Prioritize new growth in areas currently served by Town infrastructure and services.*

Chapter 5c - Residential Areas Framework Plan

Goal:

Support diverse housing and residential neighborhoods to meet the needs of varying family sizes, lifestyles, and income levels.

Objective:

3. *Increase the number of affordable housing units that provide opportunities for working families and seniors.*
4. *Foster a diversity of housing types and sizes through coordinated land use planning and zoning.*
5. *Support high density residential development near Downtown, commercial centers, and mixed-use nodes.*

Conformance with Vision 2025: The application is consistent with Growth and Land Use Management elements of the Vision 2025 document, as well as Housing Quality and Diversity Goal 1: “Provide choices for housing in town, not just single family homes.”

Recommendation: At their May 4, 2016 regular meeting the Planning Commission forwarded, to the Town Board, a recommendation of approval of Resolution No. 2016-31 as presented, subject to the following condition, and staff concurs with this recommendation:

1. All remaining comments shall be addressed prior to submitting mylars.

Notification: The Municipal Code does not require notifications for Site Plan review by the Planning Commission and Town Board

Enclosures: Resolution No. 2016-31
Application materials
Staff PowerPoint

pc: Joe Shrader, applicant

TOWN OF WINDSOR

RESOLUTION NO. 2016-31

A RESOLUTION OF THE WINDSOR TOWN BOARD APPROVING A SITE PLAN FOR THE LAKE VIEW ADDITION TO THE TOWN OF WINDSOR SUBDIVISION 7TH FILING, LOT 1 TO THE TOWN OF WINDSOR, COLORADO

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

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

WHEREAS, the owner/developer has proposed development within the Property in accordance with the attached Lake View Addition to the Town of Windsor Subdivision 7th Filing, Lot 1 Site Plan (“Site Plan”), a reduced copy of which is incorporated herein by this reference as if set forth fully and designated “Exhibit A”; and

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

WHEREAS, the proposed Site Plan has been reviewed by the Town Board in accordance with applicable planning criteria.

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

1. Pursuant to *Windsor Municipal Code* Section 17-7-50 (a) (6), the attached Site Plan for the Lake View Addition to the Town of Windsor Subdivision 7th Filing, Lot 1 is hereby approved.
2. The owner/developer is hereby instructed to comply with all post-approval requirements of Chapter 17, Article VII of the *Windsor Municipal Code* within thirty (30) days.

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 9th day of May, 2016.

TOWN OF WINDSOR, COLORADO

Kristie Melendez, Mayor

ATTEST:

Patti Garcia, Town Clerk



LAND USE APPLICATION

1 Land use applications shall include all items listed in the application submittal checklist and the Town of Windsor Municipal Code. The Town of Windsor Planning Department reserves the right to reject incomplete submittals. The application fee and all associated materials are to be provided with this form. Staff will review the submittal and advise you of its completeness for processing.

2

APPLICATION TYPE:

Annexation
 Master Plan
 Rezoning
 Minor Subdivision
 Lot Line Adjustment
 Major Subdivision
 Site Plan
 Administrative Site Plan

SUBTYPE:
(for Major Subdivisions and Site Plans only)

Preliminary
 Final
 Qualified Commercial/Industrial

Project Name*: Cedar Street Four Plex
Legal Description*: Lake View Addition to the Town of Windsor, Filing #7, Lot 1
Address/Location*: 620 Cedar Street
Existing Zoning: Mixed Use (RMU) **Proposed Zoning:** Mixed Use (RMU)

3

OWNER:

Name(s)*: Joseph R Shrader
Company:
Address*: 2152 River West Drive, Windsor, CO
Phone #*: 970-460-9442 Email*: shrader3698@gmail.com

APPLICANT (Owner or Owner's Representative):

Name*: Joseph R Shrader
Company:
Address*: 2152 River West Drive, Windsor, CO
Phone #*: 970-460-9442 Email*: shrader3698@gmail.com

AUTHORIZED REPRESENTATIVE:

Name: K Merl Haworth
Company: Hawk Architecture LLC
Address: 2637 Brookwood Drive, Fort Collins, CO
Phone #: 970-213-5197 Email: hawkarchitecture@comcast.net

4 All correspondence will only be sent to those listed above. It is the sole responsibility of those listed to distribute correspondence to other applicable parties.

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.

Signature: *Joseph R Shrader* Date: 2-16-16
(Proof of owner's authorization is required with submittal if signed by Applicant)

Print Name: _____ *Required fields



PROMISSORY NOTE AND DEED OF TRUST
MODIFICATION AGREEMENT

THIS PROMISSORY NOTE AND DEED OF TRUST MODIFICATION AGREEMENT ("this Agreement") is made and entered into this 24th day of November, 2014, by and between ROGER ALLAN YOUNG, whose mailing address, for purposes of this Agreement, is 1828 Wallenberg Drive, Fort Collins, Colorado 80526 ("Lender"), and LOVELAND INVESTMENTS, LLC, a Colorado limited liability company, and JOSEPH R. SHRADER, whose mailing address, for purposes of this Agreement, is 2152 River West Drive, Windsor, Colorado 80550 ("Borrowers").

WITNESSETH:

WHEREAS, Lender is the owner and holder of that certain Promissory Note dated December 20, 2013, in the original principal amount of One Hundred Seventy-Five Thousand Dollars (\$175,000.00), originally made and executed by Borrowers, IDS Homes, Inc, a Colorado corporation, and Gordon Boersma (the "Promissory Note"); and

WHEREAS, the Promissory Note was originally payable to Lender and Patty Jo Young, as joint tenants; and

WHEREAS, Patty Jo Young became deceased on January 7, 2014; and, accordingly, the Promissory Note is solely owned and held by Lender; and

WHEREAS, the Promissory Note is secured by a Deed of Trust dated December 20, 2013, and recorded December 26, 2013, under Reception No. 3986273 of the Weld County, Colorado records (the "Deed of Trust"); and

WHEREAS, IDS Homes, Inc, a Colorado corporation, and Gordon Boersma have no further liability with respect to the Promissory Note and Deed of Trust, having been released from liability by document entitled "Release" dated August 18, 2014; and

WHEREAS, the Deed of Trust initially encumbered five (5) separate parcels of real estate located in Weld County, Colorado, as more fully described in the Deed of Trust (the "Parcels"); and

WHEREAS, Lender has released certain of the Parcels from the lien of the Deed of Trust; and

WHEREAS, the Deed of Trust only encumbers the parcels of real estate which are legally described on Exhibit "A" attached hereto and incorporated herein by reference (the "Encumbered Parcels"), which are solely owned by Loveland Investments, LLC, a Colorado limited liability company, one of the Borrowers herein; and

WHEREAS, the final maturity date of the Promissory Note is presently July 1, 2014; and

WHEREAS, the parties hereto desire to extend the final maturity date of the Promissory Note to April 20, 2015; and

WHEREAS, the parties hereto acknowledge that the modifications and amendments as set forth herein are being made for their mutual benefit.

NOW, THEREFORE, in consideration of the foregoing and the mutual promises and covenants herein contained, the parties hereto agree as follows:

1. The parties hereto acknowledge and agree that the unpaid principal balance of the Promissory Note is One Hundred



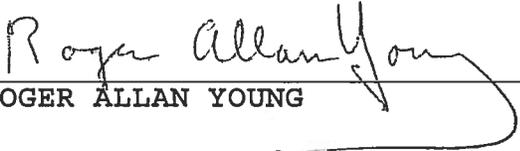
Seventy Thousand Dollars (\$170,000.00), with interest current as of November 1, 2014.

2. Lender hereby agrees to extend the final maturity date of the Promissory Note from July 1, 2014, to April 20, 2015, unless sooner paid in full. The Promissory Note shall continue to bear interest at the rate of ten percent (10%) per annum until paid and shall continue to be payable in interest-only monthly installments, on the first day of each month.

3. It is expressly understood and agreed that all of the terms and provisions of the Promissory Note and the Deed of Trust, except as expressly modified herein, shall remain in full force and effect.

4. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, personal representatives, successors, and assigns.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day and year first above written.



ROGER ALLAN YOUNG
"Lender"



JOSEPH R. SHRADER

LOVELAND INVESTMENTS, LLC,
a Colorado limited liability
company

By 

Joseph R. Shrader, Manager
"Borrowers"



STATE OF COLORADO)
) ss.
COUNTY OF LARIMER)

The foregoing instrument was acknowledged before me this 1st day of ~~November~~, 2014, by ROGER ALLAN YOUNG.

December
WITNESS my hand and official seal.

My commission expires: 11/10/18



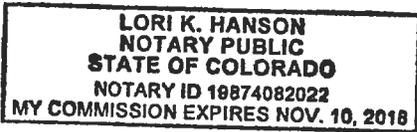
Lori K Hanson
Notary Public

STATE OF COLORADO)
) ss.
COUNTY OF LARIMER)

The foregoing instrument was acknowledged before me this 24th day of November, 2014, by JOSEPH R. SHRADER, individually and as Manager of LOVELAND INVESTMENTS, LLC, a Colorado limited liability company.

WITNESS my hand and official seal.

My commission expires: 11/10/18



Lori K Hanson
Notary Public

EXHIBIT "A" ATTACHED TO AND MADE A PART OF THE PROMISSORY NOTE AND DEED OF TRUST MODIFICATION AGREEMENT BETWEEN ROGER ALLAN YOUNG ("LENDER") AND LOVELAND INVESTMENTS, LLC AND JOSEPH R. SHRADER ("BORROWERS")

LEGAL DESCRIPTION
OF THE ENCUMBERED PARCELS

PARCEL I:

Lot 2, Lake View Addition to the Town of Windsor, Fourth Filing, County of Weld, State of Colorado.

(Street Address: 610 Cedar Street, Windsor, Colorado)

PARCEL II:

Lots 1 and 2, Lake View Addition to the Town of Windsor, Seventh Filing, County of Weld, State of Colorado.

(Street Address: 617 Cedar Street, Windsor, Colorado)

PARCEL III:

Lot 1, Lake View Addition to the Town of Windsor, Sixth Filing, County of Weld, State of Colorado.

(Street Address: 622 Cedar Street, Windsor, Colorado)

FINAL SITE PLAN
LAKEVIEW ADDITION TO THE TOWN OF
WINDSOR SUBDIVISION 7TH FILING, LOT 1

Josh Olhava, AICP, Senior Planner
May 9, 2016

Town Board

Item C.1

SITE PLAN

Article VII of Chapter 17 of the Municipal Code outlines the purposes and procedures of the Site Plan process, including:

Sec. 17-7-20. Purpose.

The purpose of the site plan procedure is to:

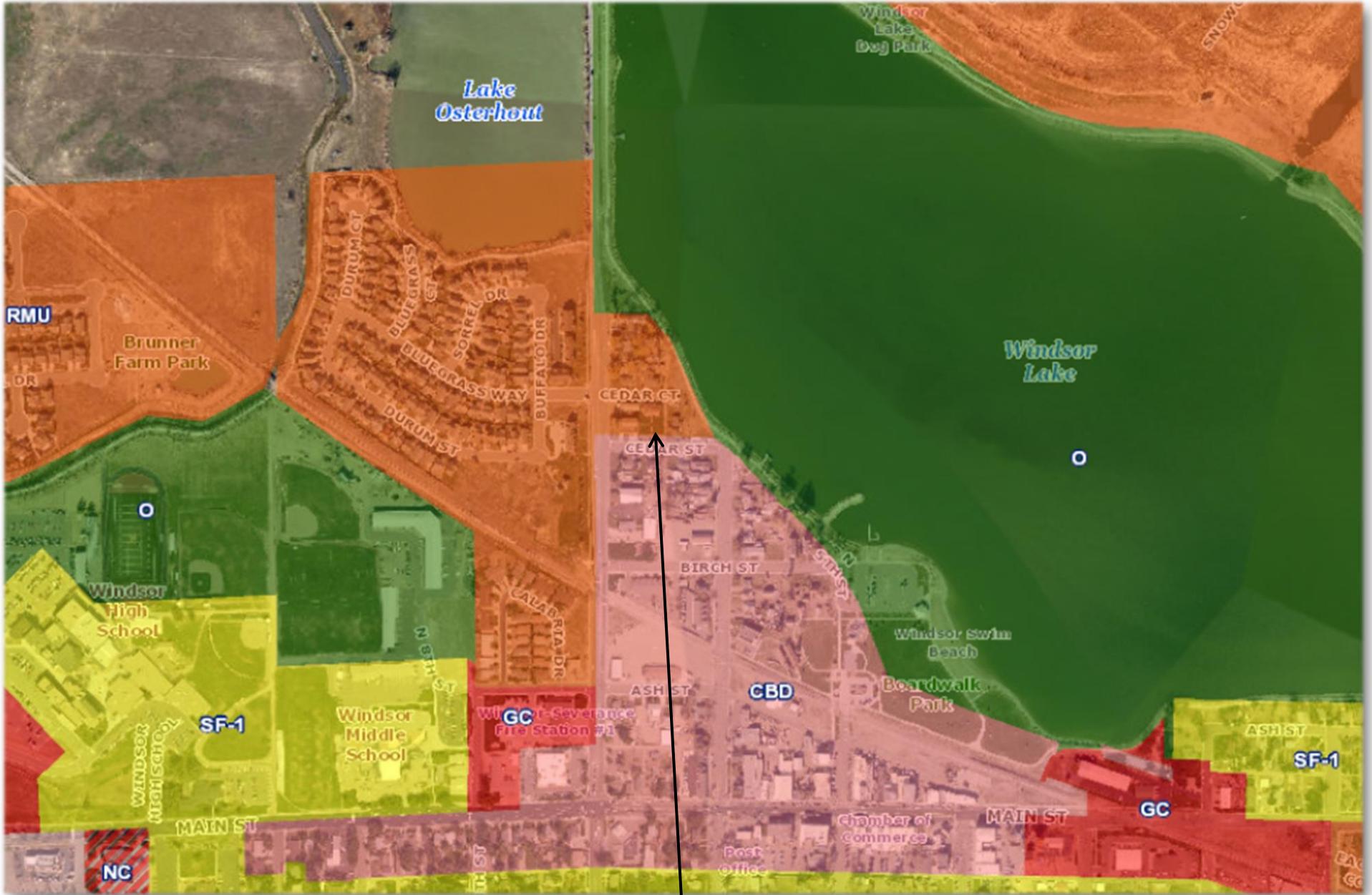
- 1) *Develop land as a unit development.*
- 2) *Develop land zoned for multifamily, commercial or industrial uses.*
- 3) *Develop land which, in the opinion of the Town Planner, could have an adverse environmental impact upon the surrounding area or would have a major community land use impact.*
- 4) *To amend an approved site plan when the change involves additional land use.....*

SITE VICINITY MAP



Site Location

REGIONAL ZONING MAP



Site Location – Zoned Residential Mixed Use (RMU)

SITE PROXIMITY ZONING MAP



Site Location – Zoned Residential Mixed Use (RMU)

SITE & LANDSCAPE PLAN

PLANT SCHEDULE

Code Name	Quantity	Scientific Name	Common Name	Size
FAA	3	<i>Fragaria americana Nutt.</i>	Autumn Puckle Ash	2" DBH
QM	2	<i>Quercus macrocarpa</i>	Burr Oak	2" DBH

Code Name	Quantity	Scientific Name	Common Name	Size
MSS	1	<i>Malus ioensis</i>	Spring Snow	10' DBH

Code Name	Quantity	Scientific Name	Common Name	Size
WE	2	<i>Thuja occidentalis</i>	Western Red Cedar	4" DBH
PN	1	<i>Pinus strobus</i>	Austrian Spruce	6" DBH
PPG	1	<i>Prinos pumila</i>	Colorado Blue Spruce	6" DBH

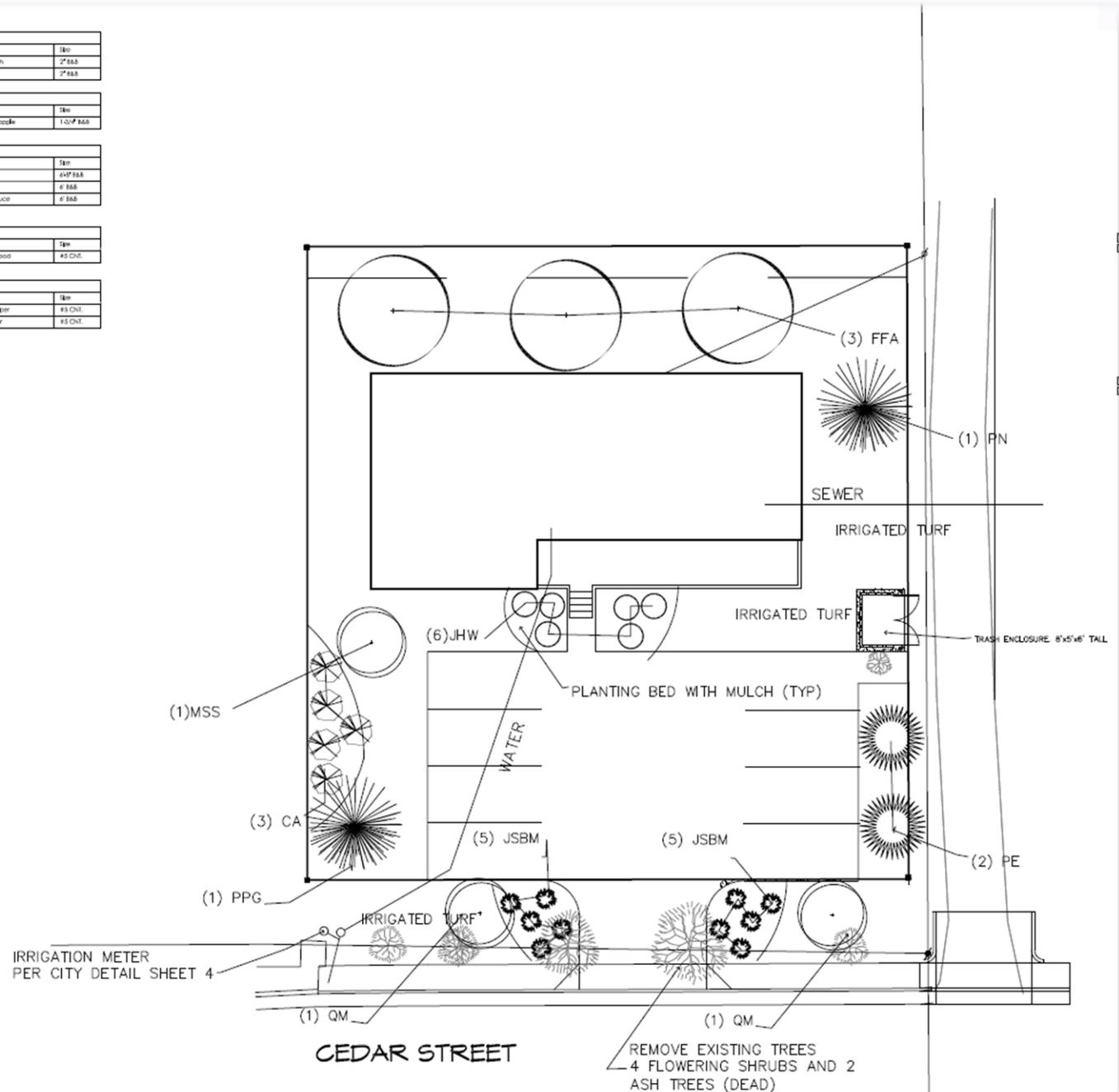
Code Name	Quantity	Scientific Name	Common Name	Size
CA	3	<i>Camelia japonica</i>	Yamatogata Dogwood	18" DBH

Code Name	Quantity	Scientific Name	Common Name	Size
JHW	6	<i>Juniperus horizontalis</i>	Horizontal Juniper	18" DBH
JSBM	10	<i>Juniperus sibirica</i>	Siberian Juniper	18" DBH

TOWN OF WINDSOR DRAWING REVIEW

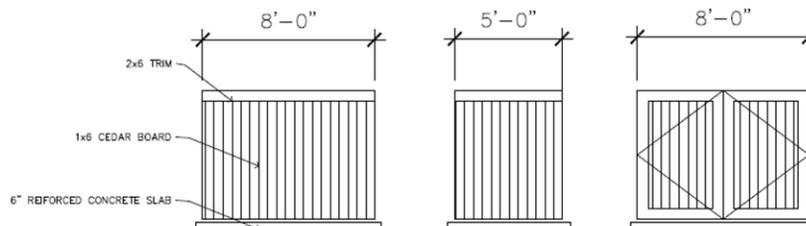
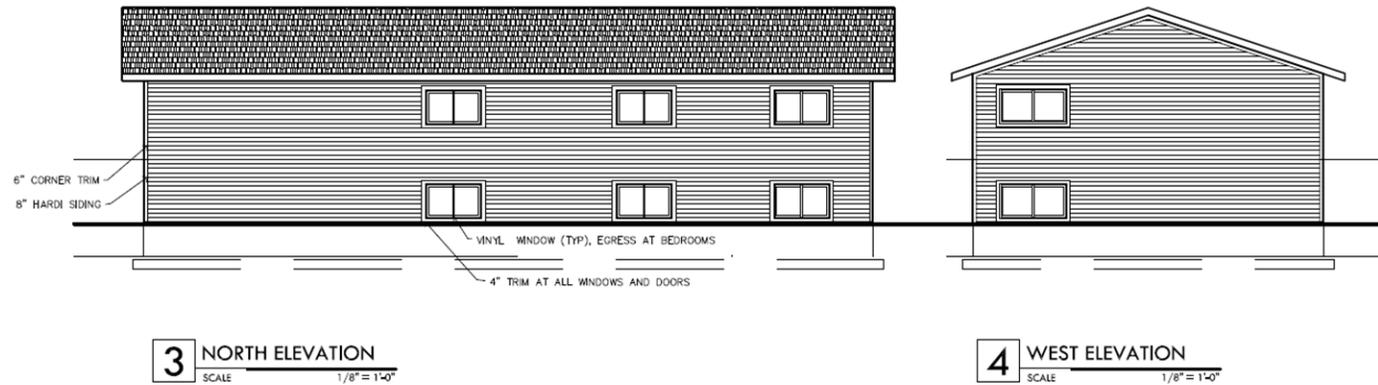
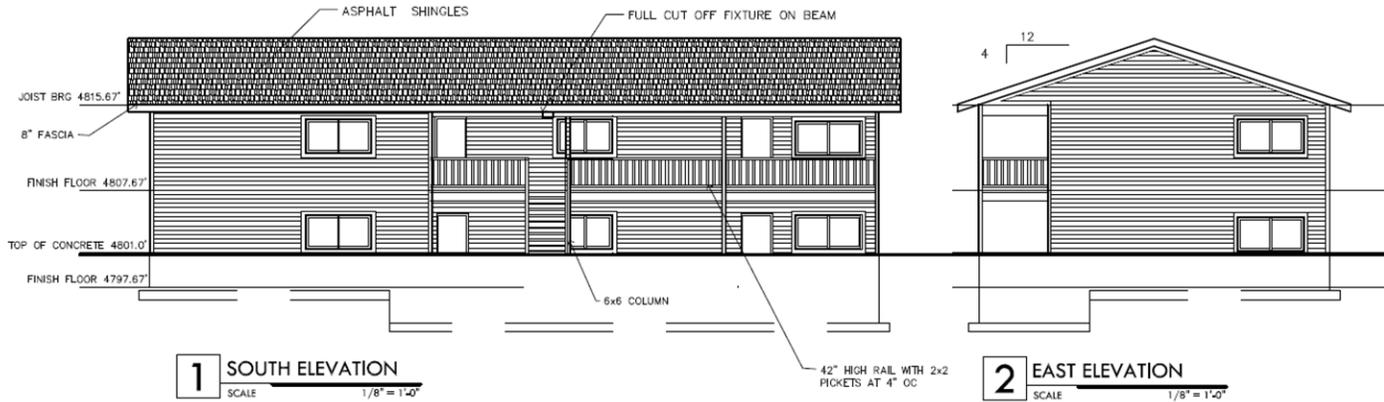
REVIEW IS FOR GENERAL COMPLIANCE WITH TOWN STANDARDS. NO RESPONSIBILITY IS ASSUMED FOR CORRECTNESS OF DESIGN.

DATE _____ BY _____
Director of Engineering



ELEVATION DETAIL

EXTERIOR COLOR
 ROOF - ASPHALT SHINGLES DESERT TAN
 SIDING - SHERWIN WILLIAMS, SW7032 WARM STONE
 TRIM, FASCIA AND SOFFIT - SHERWIN WILLIAMS, SW7029 AGREEABLE GRAY



5 TRASH ENCLOSURE
SCALE 1/4" = 1'-0"



RECOMMENDATION

At their May 4, 2016 regular meeting the Planning Commission forward, to the Town Board, a recommendation of approval of Resolution No. 2016-31 as presented, subject to the following condition, and staff concurs with this recommendation:

1. All remaining comments shall be addressed prior to submitting mylars.



FINAL SITE PLAN

Staff requests that the following be entered into the record:

- Application and supplemental materials
- Staff memorandum and supporting documents
- Recommendation



MEMORANDUM

Date: May 9, 2016
To: Mayor and Town Board
Via: Kelly Arnold, Town Manager
Scott Ballstadt, AICP, Director of Planning
From: Carlin Barkeen, AICP, Chief Planner
Subject: Public Hearing and Recommendation to Town Board – Final Major Subdivision
– South Hill Subdivision, Second Filing – Patrick McMeekin, Frye Farm
Investments, LLC, applicant
Location: North of and adjacent to Crossroads Boulevard; west of and adjacent to
Seventh Street
Item #s: C.2 and C.3

Background:

The applicant, Mr. Patrick McMeekin of Frye Farm Investments, LLC, has submitted a final major subdivision plat, known as South Hill Subdivision, Second Filing. The subdivision is 123 acres, zoned Residential Mixed Use (RMU). The subdivision includes 210 single-family residential lots and thirteen (13) tracts.

The subject property was annexed to the Town and zoned RMU with a master plan in 2006. The Preliminary Major Subdivision was approved by the Town's Planning Commission in 2014. The Planning Commission held a public hearing for consideration and recommendation of the Final Major Subdivision on May 4, 2016, and public comment was received, with the primary concern of increased traffic.

The proposed Final Major Subdivision is consistent with the approved Preliminary Major Subdivision. The major subdivision plat includes single-family residential lots generally ranging in size from 7,000 to 12,000 square feet, with the smallest lots of 6,600 square feet in size and the largest lots of 14,000 square feet in size. The plat also includes six farm residential lots and six farm lots for single-family dwellings and urban farming uses. Weld County RE-4 School District has received land dedication for a future middle school site, located immediately west of the subject property. An access easement secures future connectivity between South Hill Subdivision, Second Filing, and the future school site.

Two of the tracts (Tract L and M) on the plat include the locations of two existing oil and gas facilities. The proposal adheres to the required minimum setbacks from oil and gas facilities and includes a substantial landscape buffer with earth berms, as depicted on the Final Major Subdivision landscape plan. There are existing wetlands within the subdivision boundary; therefore, the applicant provided the Corps of Engineers with a wetlands mitigation plan, revised from 2008, which was accepted by the Corps on April 4, 2016.

The applicant held a neighborhood meeting in regard to the Preliminary Major Subdivision on February 27, 2014, in accordance with Chapter 16, Article XXXI of the Municipal Code. Since the approval of the Preliminary Major Subdivision (October 15, 2014), Planning staff has received several general inquiries on the status of the proposal from neighbors in the general vicinity of the proposal.

At the Planning Commission public hearing for the Final Major Subdivision, held May 4, 2016, several neighbors voiced concerns regarding increased traffic in the Hilltop Subdivision neighborhood. A few neighbors asked if the South Hill Subdivision and/or Hilltop Subdivision could be gated to eliminate the concern of cut-through traffic between neighborhoods. Staff explained that gated communities require that the streets are privately owned and neither neighborhood had been planned for such. Additionally, for this transition to occur in an existing neighborhood, all property owners would need to agree on transferring the existing public streets to private streets, including acceptance of all responsibilities associated with those roadways. The applicant responded further on the matter, stating that the master plan was not designed or envisioned for private streets. One neighbor from Hilltop stated that it did not make sense that vehicles from South Hill would cut through Hilltop because most vehicles are traveling to/from Crossroads Boulevard or 7th Street. Public comment was received after the public hearing, which is enclosed.

Conformance with Comprehensive Plan: The Preliminary Major Subdivision for South Hill, Second Filing, was reviewed for consistency with the Town's 2006 Comprehensive Plan, as amended. The Final Major Subdivision was initially submitted in 2014, and also reviewed for consistency with the 2006 Comprehensive Plan. The Final Major Subdivision for South Hill, Second Filing, is consistent with the following Socioeconomic Conditions and Housing goals and policies of the Town's 2006 Comprehensive Plan, as amended:

Goals:

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

Policies:

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

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

Goals:

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

Policies:

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

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

Goals:

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

Policies:

7. *All future growth should occur in accordance with directions set forth in the Land Use Plan. Emphasis should be placed on promoting residential developments in vacant and underutilized areas which are either already annexed or are*

May 9, 2016

Town Board – memo – Final Major Subdivision for South Hill, Second Filing

contiguous to the existing corporate limits and are easily served with public utilities.

Conformance with Vision 2025: The proposed application is consistent with the Growth and Land Use Management elements of the Vision 2025 document.

Notification: The Municipal Code requires notification of final major subdivision consideration by the Planning Commission and Town Board.

Notifications for this meeting were as follows:

- April 20, 2016 – Affidavit of mailing to property owners within 300 feet
- April 22, 2016 – Notice posted on the property
- April 22, 2016 – Notice posted on Town’s website
- April 22, 2016 – Legal notice published in both local newspapers

Recommendation: At their May 4, 2016, regular meeting, the Planning Commission forwarded to the Town Board, a recommendation of approval of Resolution No. 2016-32 as presented, subject to the following condition, and staff concurs with this recommendation:

1. All remaining staff comments are addressed.

Enclosures: Application materials
PowerPoint presentation
Public comment

pc: Patrick McMeekin, Frye Farm Investments, LLC, applicant

TOWN OF WINDSOR

RESOLUTION NO. 2016-32

A RESOLUTION APPROVING A MAJOR SUBDIVISION FOR SOUTH HILL, SECOND FILING IN THE TOWN OF WINDSOR, COLORADO

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

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

WHEREAS, the owner/developer has proposed development within the Property in accordance with the attached South Hill, Second Filing, Final Major Subdivision (“Major Subdivision”), a reduced copy of which is incorporated by reference as if set forth fully and designated “Exhibit A”; and

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

WHEREAS, the proposed Major Subdivision has been reviewed by the Town Board in accordance with applicable planning criteria.

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

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

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 9th day of May, 2016.

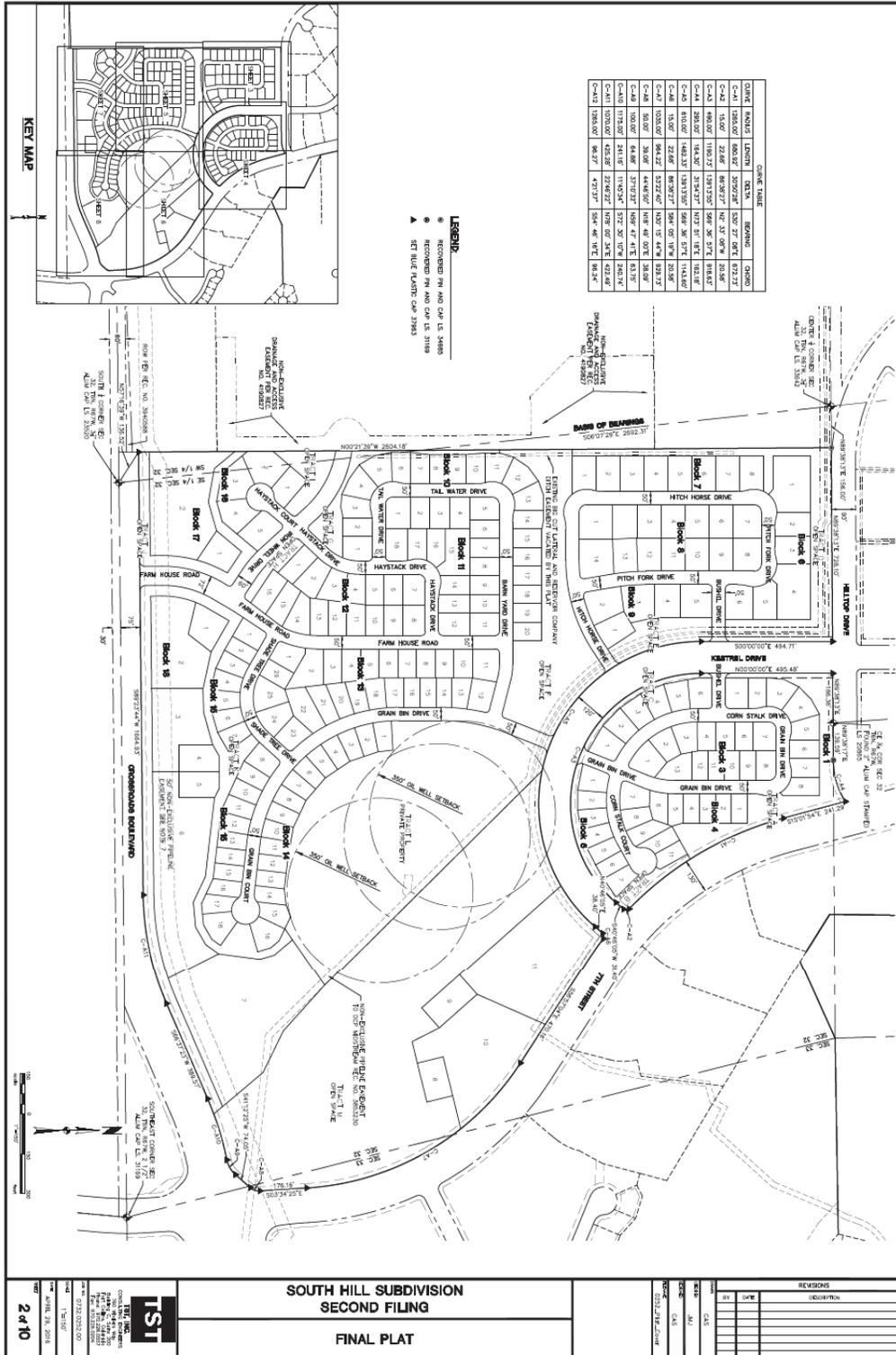
TOWN OF WINDSOR, COLORADO

ATTEST:

Kristie Melendez, Mayor

Patti Garcia, Town Clerk

EXHIBIT A



January 17, 2014

Mr. Scott Ballstadt – Chief Planner
Town of Windsor Planning Department
301 Walnut Street
Windsor, CO 80550

Re: Preliminary Plat – Major Subdivision Application for South Hill

Dear Mr. Ballstadt:

On behalf of our client, Martin Lind and Frye Farm Investment, LLC, we are pleased to submit the Preliminary Plat – Major Subdivision application for South Hill. This application encompasses 123.72 acres with 226 lots, a centrally located park and several open space tracts located throughout the property. There are 214 traditional single family detached residential lots organized into three primary pods of development, accompanied by six farm residential lots and six farm lots. The traditional residential lots are comprised of lots with widths of 60', 70' and 85' to accommodate a range of home types and associated lifestyles. Five of the farm residential lots is paired with an associated farm lot and have a driveway extended from adjacent streets. In two cases, these driveways are shared. The farm residential lot is planned to allow for construction of a single family detached home and accessory structures associated with the home and / or adjoining farm lot. The larger farm lot is intended to accommodate urban agriculture / farming operations. These farm residential lots may be sold together with the adjoining farm lot or sold separately, while still accommodating a single family detached residence and accessory structures. The farm lots will be farmed under restrictions by the metropolitan district and may be farmed individually or collectively (multiple farm lots farmed by a single farmer / farm contractor) over time. Farm lots are intentionally located around the primary roadway perimeter on the south (Crossroads Boulevard) and east (7th Street) edges of the property to maintain the open, agricultural character indigenous to this area.

With the unique farming character edge planned into this neighborhood, it is important to note that all 'edge' conditions have been designed to assure a more refined landscape character occurs as a buffer to all farmed lots and cultivated internal tracts. As a part of this design character, an undulating landscaped berm has been located along the extents of both Crossroads Boulevard and 7th Street. This element will screen the annually evolving landscape character of each farm, while guiding passers-by views along those roadways. Also, landscaped edges with more manicured / ornamental plants are located along all streets and lot edges. This approach will allow for a beautiful neighborhood during all seasons, while integrating cultivated farm areas throughout the property.

The centrally located park is strategically located to promote walkability in the neighborhood, while providing a range of active and passive recreation opportunities. Trails are incorporated into the many open space tracts and corridors to provide pedestrian connectivity to the residents throughout the neighborhood and to nearby off-site locations. A primary east-west trail corridor that might typically be located in closer proximity to Crossroads Boulevard is incorporated into an open space corridor located immediately north of the southern farm lots to provide a more enjoyable pedestrian experience. Additional trails are also located along Kestrel Drive, Hilltop Drive and along the western edge of the property. This system of trails provides links among all areas of the neighborhood.

A key building block proposed with this application is a detached 5-foot wide sidewalk located along both sides of all local streets. This simple, yet critical detail of the plan allows for pedestrians to walk two abreast in comfort. It also places the pedestrian further away from the street traffic, making the walking experience much more enjoyable and safe. This detail in the neighborhood will promote a higher level of connectivity and establish an attractive streetscape character.

Another strategic design element within the landscape plan is the large landscaped berm located around the perimeter of the existing oil/gas wells in the eastern portion of the property. This berm has been specifically designed, using a natural shape, to fit the existing character of the land and to most effectively screen views from the adjacent residential lots into the oil/gas well site.

Phasing for the build out of the South Hill property is anticipated to include a single phase.

Our design and engineering team is excited to work with the Town staff to review and implement this successful new neighborhood in the Town of Windsor. Through this Preliminary Plat – Major Subdivision application, we seek approval from the Town that will enable our team to move forward with a Final Plat – Major Subdivision application for this property in the coming months.

Please let us know if you have any questions regarding this application or if you need additional information. We look forward to receiving comments from the referral agencies and the Town, and to working closely with Town Staff to work towards approval of this application.

Sincerely,
Norris Design



Mitch Black
Principal

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*: South Hill Subdivision 2nd Filing

LEGAL DESCRIPTION*: TRACTS A AND B OF SOUTH HILL SUBDIVISION, AS SHOWN ON THE PLAT THEREOF, RECORDED JUNE 30, 2008 AT RECEPTION NO. 3563934 IN THE OFFICE OF THE WELD COUNTY CLERK AND RECORDER.

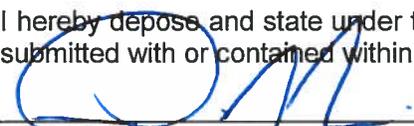
PROPERTY ADDRESS (if available): N/A

PROPERTY OWNER (APPLICANT):	
Owner's Name(s)*:	<u>Martin Lind</u>
Company:	<u>Frye Farm Investments, LLC</u>
Address*:	<u>1625 Pelican Lakes Point Windsor, CO 80550</u>
Primary Phone #*:	<u>(970) 686-5828</u>
Secondary Phone #:	<u></u>
Fax #*:	<u>(970) 686-2768</u>
E-Mail*:	<u>pmcmeekin@watervalley.com</u>

OWNER'S AUTHORIZED REPRESENTATIVE:	
Representative's Name:	<u>Patrick McMeekin</u>
Company:	<u>Frye Farm Investments, LLC</u>
Address:	<u>1625 Pelican Lakes Point Windsor, CO 80550</u>
Primary Phone #:	<u>(970) 686-5828</u>
Secondary Phone #:	<u></u>
Fax #:	<u></u>
E-Mail:	<u>pmcmeekin@watervalley.com</u>

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

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


Signature: Owner or Owner's Authorized Representative** Date 10/16/2014

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

Patrick McMeekin
Print Name(s)

*Required fields
Revised 11/8/2013

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: RMU	PROPOSED ZONING: RMU
TOTAL ACREAGE: 123.72 Acres	
TOTAL # OF PROPOSED LOTS: 203 (excluding farms)	
AVERAGE LOT SIZE: 0.30 AC	
MINIMUM LOT SIZE: 0.15 AC	
TOTAL # OF PROPOSED PHASES: 5	
ACREAGE PER PHASE: 1=63.33 AC, 2=23.73 AC, 3=23.43 AC, 4=16.78 AC, 5=23.59 AC (INCLUDES AREAS OUT OF PROJECT BOUNDARY)	
LOTS PER PHASE: 1=45 EA, 2=33 EA, 3=69 EA, 4=50 EA, 5=6 EA	
PARKLAND (sq. ft. & acreages): 178,029.3 SF (4.09 AC)	
PARKLAND (public or private): Private	
IRRIGATION WATER (potable or non-potable): Non-potable	

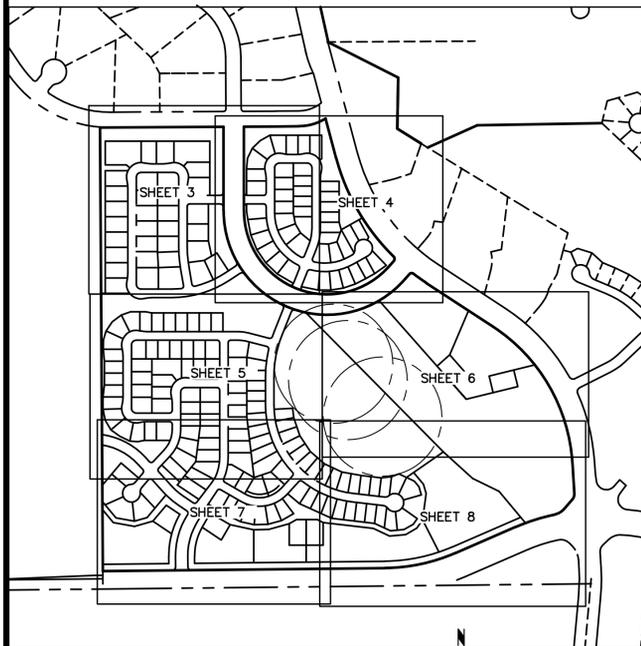
UTILITIES TO BE PROVIDED BY:
WATER: Town of Windsor
SEWER: Town of Windsor
GAS: Xcel Energy or Atmos
ELECTRIC: Poudre Valley REA
PHONE: Comcast, Century Link

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): Minor Collector =1,154 LF, Local =10,676 LF
PRIVATE STREETS (break down by classification/width):
TOTAL STREETS (break down by classification/width): Minor Collector 1,154 LF, Local =10,676 LF
WATER LINES (break down by line sizes): 10"=3,956 LF, 8"=9,111 LF, 6"=700 LF
SEWER LINES (break down by line sizes): SS: 12"=4,275.81', 8"=8,740.75'
CURB: 23,088 LF
GUTTER: 23,756 LF
SIDEWALK: 25,851 LF
OPEN SPACE (not to include detention areas) in sq ft & acres: 516,622 SF (11.86 AC)
TRAIL EASEMENTS (break down by width): Easements are blanket in nature.
Developed trail (break down by width, depth & material): 5' W x 6"D Concrete=3,790 LF, 8' W x 6"D Concrete=201 LF, 10' W x 6"D Concrete=5,904 LF
Undeveloped trail (break down by width, depth & material):

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

CURVE TABLE					
CURVE	RADIUS	LENGTH	DELTA	BEARING	CHORD
C-A1	1265.00'	680.92'	30°50'28"	S30° 27' 08"E	672.73'
C-A2	15.00'	22.68'	86°38'27"	N2° 33' 08"W	20.58'
C-A3	490.00'	1190.73'	139°13'55"	S69° 36' 57"E	918.63'
C-A4	295.00'	164.30'	31°54'37"	N73° 51' 18"E	162.18'
C-A5	610.00'	1482.33'	139°13'55"	S69° 36' 57"E	1143.60'
C-A6	15.00'	22.68'	86°38'27"	S84° 05' 19"W	20.58'
C-A7	1035.00'	964.22'	53°22'40"	N30° 15' 44"W	929.73'
C-A8	50.00'	39.08'	44°46'50"	N18° 49' 00"E	38.09'
C-A9	100.00'	64.88'	37°10'32"	N59° 47' 41"E	63.75'
C-A10	1175.00'	241.16'	11°45'34"	S72° 30' 10"W	240.74'
C-A11	1070.00'	425.28'	22°46'22"	N78° 00' 34"E	422.49'
C-A12	1265.00'	96.27'	4°21'37"	S54° 46' 16"E	96.24'

- LEGEND:**
- RECOVERED PIN AND CAP LS. 34985
 - RECOVERED PIN AND CAP LS. 31169
 - ▲ SET BLUE PLASTIC CAP 37963



KEY MAP



REVISIONS	DESCRIPTION
DATE	BY
DRAWN	CAS
CHECKED	JMJ
DESIGNED	CAS
FILENAME	0252_Plat_Cover
SOUTH HILL SUBDIVISION SECOND FILING FINAL PLAT	
TST, INC. CONSULTING ENGINEERS 760 Whalers Way Building C, Suite 200 Fort Collins, Colorado Phone: 970.226.0557 Fax: 970.226.0204	
JOB NO. 0732.0252.00	
SCALE 1"=150'	
DATE APRIL 29, 2016	
SHEET	
2 of 10	

CURVE TABLE					
CURVE	RADIUS	LENGTH	DELTA	BEARING	CHORD
C1	53.00'	83.25'	90°00'00"	S45° 00' 00"W	74.95'
C2	53.00'	83.25'	90°00'00"	N45° 00' 00"W	74.95'
C3	300.00'	114.33'	21°50'10"	N10° 55' 05"E	113.64'
C4	320.00'	665.14'	119°05'37"	S59° 32' 49"E	551.71'
C5	53.00'	83.25'	90°00'00"	N45° 00' 00"W	74.95'
C6	53.00'	83.25'	90°00'00"	S45° 00' 00"W	74.95'
C7	53.00'	83.25'	90°00'00"	S45° 00' 00"E	74.95'
C8	600.00'	348.18'	33°14'55"	N73° 22' 33"E	343.31'
C9	750.00'	128.07'	9°47'02"	S4° 53' 31"E	127.92'
C10	200.00'	49.73'	14°14'50"	N82° 52' 35"W	49.60'
C11	53.00'	83.25'	90°00'00"	S45° 00' 00"W	74.95'
C12	53.00'	83.25'	90°00'00"	S45° 00' 00"E	74.95'
C13	53.00'	83.25'	90°00'00"	S45° 00' 00"W	74.95'
C14	200.00'	151.09'	43°16'59"	N21° 38' 30"E	147.52'
C15	400.00'	96.41'	13°48'34"	S49° 23' 16"E	96.17'
C16	400.00'	273.10'	39°07'02"	N62° 02' 32"W	267.82'
C17	400.00'	239.61'	34°19'15"	S16° 32' 49"W	236.04'
C18	300.00'	176.49'	33°42'27"	N16° 51' 13"E	173.96'
C19	200.00'	270.62'	77°31'34"	N81° 07' 19"E	250.44'
C20	700.00'	266.78'	21°50'10"	S10° 55' 05"W	265.17'

CURVE TABLE					
CURVE	RADIUS	LENGTH	DELTA	BEARING	CHORD
C21	550.00'	800.26'	83°22'00"	S41° 41' 00"E	731.51'
C22	20.00'	31.42'	90°00'00"	N45° 00' 00"E	28.28'
C23	20.00'	31.42'	90°00'00"	S45° 00' 00"W	28.28'
C24	15.00'	23.56'	90°00'00"	N45° 00' 00"E	21.21'
C25	15.00'	23.56'	90°00'00"	N45° 00' 00"W	21.21'
C26	175.00'	43.44'	14°13'21"	N7° 06' 41"W	43.33'
C27	86.00'	177.78'	118°26'42"	S45° 00' 00"W	147.78'
C28	175.00'	43.44'	14°13'21"	S82° 53' 19"E	43.33'
C29	295.00'	317.44'	61°39'12"	S30° 49' 36"E	302.34'
C30	345.00'	379.98'	63°06'16"	S31° 33' 08"E	361.06'
C31	325.00'	123.86'	21°50'10"	N10° 55' 05"E	123.11'
C32	275.00'	104.81'	21°50'10"	N10° 55' 05"E	104.17'
C33	86.00'	177.78'	118°26'42"	N45° 00' 00"W	147.78'
C34	175.00'	43.44'	14°13'21"	S7° 06' 41"W	43.33'
C35	175.00'	43.44'	14°13'21"	N82° 53' 19"E	43.33'
C36	295.00'	211.13'	41°00'24"	N81° 24' 35"E	206.65'
C37	345.00'	260.29'	43°13'38"	N82° 31' 12"E	254.16'
C38	36.00'	42.27'	67°16'18"	N27° 16' 14"E	39.88'
C39	52.00'	224.42'	247°16'18"	N62° 43' 46"W	86.59'
C40	175.00'	43.44'	14°13'21"	S7° 06' 41"W	43.33'

CURVE TABLE					
CURVE	RADIUS	LENGTH	DELTA	BEARING	CHORD
C41	86.00'	177.78'	118°26'42"	N45° 00' 00"W	147.78'
C42	175.00'	43.44'	14°13'21"	N82° 53' 19"E	43.33'
C43	175.00'	43.44'	14°13'21"	S82° 53' 19"E	43.33'
C44	86.00'	177.78'	118°26'42"	S45° 00' 00"W	147.78'
C45	175.00'	43.44'	14°13'21"	N7° 06' 41"W	43.33'
C46	175.00'	43.44'	14°13'21"	N7° 06' 41"E	43.33'
C47	86.00'	177.78'	118°26'42"	S45° 00' 00"E	147.78'
C48	175.00'	43.44'	14°13'21"	S82° 53' 19"W	43.33'
C49	625.00'	362.69'	33°14'55"	N73° 22' 33"E	357.62'
C50	575.00'	114.89'	11°26'53"	N70° 23' 45"E	114.70'
C51	725.00'	95.66'	7°33'35"	S3° 46' 48"E	95.59'
C52	775.00'	132.34'	9°47'02"	S4° 53' 31"E	132.18'
C53	175.00'	43.52'	14°14'50"	N82° 52' 35"W	43.40'
C54	225.00'	55.95'	14°14'50"	N82° 52' 35"W	55.80'
C55	86.00'	177.78'	118°26'42"	S45° 00' 00"W	147.78'
C56	175.00'	43.44'	14°13'21"	N81° 24' 35"E	43.33'
C57	175.00'	43.44'	14°13'21"	N7° 06' 41"W	43.33'
C58	86.00'	177.78'	118°26'42"	S45° 00' 00"E	147.78'
C59	175.00'	43.44'	14°13'21"	N7° 06' 41"E	43.33'
C60	175.00'	43.44'	14°13'21"	S82° 53' 19"W	43.33'

CURVE TABLE					
CURVE	RADIUS	LENGTH	DELTA	BEARING	CHORD
C61	175.00'	43.44'	14°13'21"	N7° 06' 41"W	43.33'
C62	86.00'	177.78'	118°26'42"	S45° 00' 00"W	147.78'
C63	175.00'	43.44'	14°13'21"	S82° 53' 19"E	43.33'
C64	175.00'	132.20'	43°16'59"	N21° 38' 30"E	129.08'
C65	225.00'	169.97'	43°16'59"	N21° 38' 30"E	165.96'
C66	430.00'	298.20'	39°44'03"	N62° 21' 01"W	292.26'
C67	370.00'	247.98'	38°24'03"	N61° 41' 01"W	243.37'
C68	52.00'	247.07'	272°14'06"	S49° 38' 05"E	72.09'
C69	370.00'	89.18'	13°48'34"	S49° 23' 16"E	88.96'
C70	430.00'	103.64'	13°48'34"	S49° 23' 16"E	103.39'
C71	442.00'	260.22'	33°43'56"	S16° 15' 09"W	256.48'
C72	370.00'	199.55'	30°54'04"	S14° 50' 14"W	197.14'
C73	225.00'	304.44'	77°31'34"	N81° 07' 19"E	281.75'
C74	175.00'	236.79'	77°31'34"	N81° 07' 19"E	219.14'
C75	575.00'	319.52'	31°50'17"	S67° 26' 51"E	315.42'
C76	525.00'	79.38'	83°22'00"	S41° 41' 00"E	698.26'
C77	53.00'	252.96'	273°28'01"	N6° 38' 00"E	72.65'
C78	675.00'	257.25'	21°50'10"	S10° 55' 05"W	255.70'
C79	725.00'	165.71'	13°05'45"	S6° 32' 53"W	165.35'
C80	20.00'	31.42'	90°00'00"	N45° 00' 00"E	28.28'

CURVE TABLE					
CURVE	RADIUS	LENGTH	DELTA	BEARING	CHORD
C81	20.00'	31.42'	90°00'00"	N45° 00' 00"W	28.28'
C82	20.00'	31.42'	90°29'45"	N69° 35' 03"E	29.61'
C83	20.00'	33.33'	95°29'33"	S25° 54' 36"E	29.61'
C84	15.00'	22.24'	84°56'26"	N20° 38' 03"W	20.26'
C85	15.00'	25.27'	96°30'38"	N70° 05' 29"E	22.38'
C86	15.00'	26.16'	99°55'24"	S28° 07' 32"E	22.97'
C87	15.00'	21.55'	82°17'50"	S62° 59' 05"W	19.74'
C88	610.00'	64.62'	6°04'10"	S75° 17' 37"E	64.59'
C89	490.00'	1190.73'	139°13'55"	S69° 36' 57"E	918.63'
C90	610.00'	1482.33'	139°13'55"	S69° 36' 57"E	1143.60'
C91	1200.00'	877.96'	41°55'10"	S35° 59' 29"E	858.51'
C92	1265.00'	680.92'	30°50'28"	S30° 27' 08"E	672.73'
C93	1265.00'	96.27'	4°21'37"	S54° 46' 16"E	96.24'
C94	1100.00'	1024.78'	53°22'40"	N30° 15' 45"W	988.12'
C95	1035.00'	964.22'	53°22'40"	N30° 15' 44"W	929.73'
C96	15.00'	23.56'	90°00'00"	S45° 00' 00"E	21.21'
C97	15.00'	23.56'	90°00'00"	S45° 00' 00"W	21.21'
C98	28.00'	43.98'	90°00'00"	N45° 00' 00"W	39.60'
C99	28.00'	43.98'	90°00'00"	S45° 00' 00"W	39.60'
C100	28.00'	43.98'	90°00'00"	S45° 00' 00"E	39.60'

CURVE TABLE					
CURVE	RADIUS	LENGTH	DELTA	BEARING	CHORD
C101	15.00'	24.63'	94°05'46"	N37° 15' 50"E	21.96'
C102	15.00'	24.63'	94°05'46"	S56° 49' 55"E	21.96'
C103	20.00'	29.99'	85°54'15"	N13° 47' 58"E	27.26'
C104	20.00'	29.99'	85°54'14"	N80° 17' 48"W	27.26'
C105	430.00'	89.46'	11°55'15"	S50° 19' 56"E	89.30'
C106	15.00'	23.56'	90°00'00"	N78° 42' 27"E	21.21'
C107	15.00'	23.41'	89°24'41"	N11° 35' 13"W	21.10'
C108	28.00'	43.98'	90°00'00"	S45° 00' 00"W	39.60'
C109	15.00'	23.56'	90°00'00"	N45° 00' 00"W	21.21'
C110	15.00'	23.56'	90°00'00"	S45° 00' 00"W	21.21'
C111	15.00'	23.26'	88°50'55"	N31° 19' 42"W	21.00'
C112	15.00'	22.24'	84°57'02"	N61° 46' 19"E	20.26'
C113	550.00'	335.15'	34°54'50"	S50° 42' 20"E	329.99'
C114	550.00'	1336.53'	139°13'55"	S69° 36' 57"E	1031.12'
C115	550.00'	457.32'	47°38'28"	S23° 49' 14"E	444.26'
C116	550.00'	342.94'	35°43'32"	S65° 30' 14"E	337.41'
C117	36.00'	29.36'	46°44'00"	N73° 16' 00"E	28.56'
C118	36.00'	29.36'	46°44'00"	N60° 00' 00"W	28.56'
C119	15.00'	22.54'	86°06'45"	N0° 41' 50"W	20.48'
C120	15.00'	22.54'	86°06'45"	S85° 24' 55"W	20.48'

CURVE TABLE					
CURVE	RADIUS	LENGTH	DELTA	BEARING	CHORD
C121	15.00'	22.56'	86°10'40"	S76° 47' 46"W	20.49'
C122	15.00'	21.79'	83°14'37"	S18° 29' 35"E	19.93'
C123	36.00'	28.98'	46°07'03"	S63° 25' 27"W	28.20'
C124	275.55'	118.43'	24°37'34"	N12° 19' 48"E	117.52'
C125	275.07'	42.75'	8°54'19"	N33° 04' 08"E	42.71'
C126	15.00'	23.56'	90°00'00"	N45° 00' 00"E	21.21'
C127	15.00'	23.56'	90°00'00"	N45° 00' 00"W	21.21'
C128	15.00'	24.67'	94°14'01"	S89° 36' 00"E	21.98'
C129	15.00'	22.45'	85°45'59"	S0° 24' 00"W	20.42'
C130	15.00'	25.43'	97°09'06"	S88° 56' 28"W	22.49'
C131	15.00'	21.69'	82°50'54"	N1° 03' 32"W	19.85'
C132	28.00'	43.98'	90°00'00"	S45° 00' 00"W	39.60'
C133	15.00'	23.56'	90°00'00"	N45° 00' 00"W	21.21'
C134	15.00'	23.56'	90°00'00"	N45° 00' 00"E	21.21'
C135	28.00'	43.98'	90°00'00"	S45° 00' 00"E	39.60'
C136	20.00'	31.41'	89°59'27"	S45° 36' 32"E	28.28'
C137	20.00'	31.42'	90°00'33"	N44° 23' 28"E	28.29'
C138	482.00'	259.01'	30°47'19"	S14° 46' 51"W	255.90'
C139	330.00'	177.98'	30°54'04"	S14° 50' 14"W	175.83'
C140	1070.00'	425.28'	22°46'22"	N78° 00' 34"E	422.49'

CURVE TABLE					
CURVE	RADIUS	LENGTH	DELTA	BEARING	CHORD
C141	1175.00'	241.16'	11°45'34"	S72° 30' 10"W	240.74'
C142	100.00'	64.88'	10°51'32"	N59° 47' 41"E	63.75'
C143	50.00'	39.08'	44°46'50"	N18° 49' 00"E	38.09'
C144	15.00'	22.68'	86°38'27"	S84° 05' 19"W	20.58'
C145	15.00'	22.68'	86°38'27"	N2° 33' 08"W	20.58'
C146	20.00'	29.99'	85°54'10"	N21° 06' 55"W	27.26'
C147	20.00'	29.99'	85°54'18"	S64° 47' 19"W	27.26'
C148	1030.00'	409.38'	22°46'22"	N78° 00' 34"E	406.69'
C149	20.00'	27.37'	78°24'27"	S0° 24' 13"W	25.28'
C150	330.00'	47.53'	8°15'11"	S26° 09' 40"W	47.49'
C151	1265.00'	297.10'	13°27'23"	S39° 08' 40"E	296.41'
C152	20.00'	4.05'	11°35'33"	N84° 12' 13"W	4.04'
C153	86.00'	14.54'	9°41'20"	S9° 22' 41"E	14.53'
C154	86.00'	58.53'	38°59'50"	S14° 57' 54"W	57.41'
C155	86.00'	58.29'	38°50'12"	S53° 52' 55"W	57.18'
C156	86.00'	46.41'	30°55'20"	S88° 45' 41"W	45.85'
C157	175.00'	24.43'	7°59'54"	N86° 00' 03"W	2



SOUTH HILL SUBDIVISION SECOND FILING

FINAL MAJOR SUBDIVISION

Carlin Barkeen, AICP, Chief Planner
May 9, 2016

Town Board

Items C.2 and C.3

MAJOR SUBDIVISION

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

Sec. 17-4-10. Purpose.

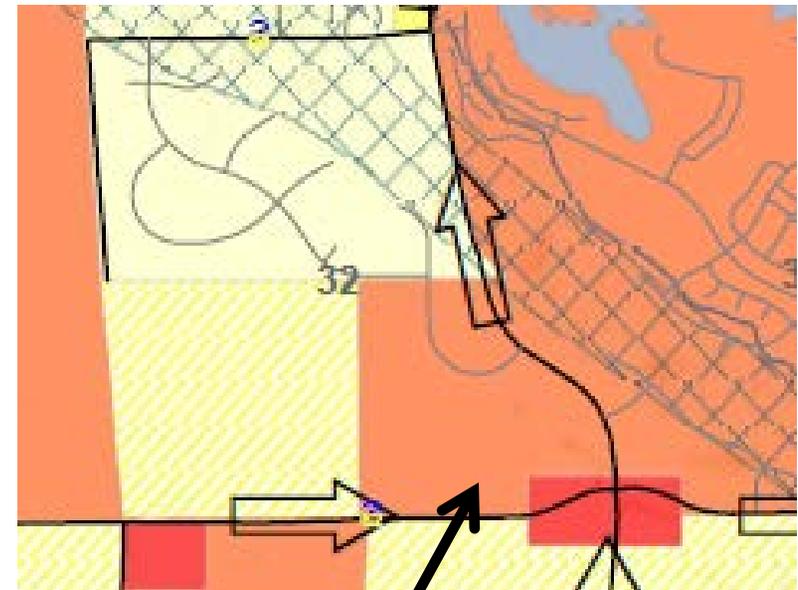
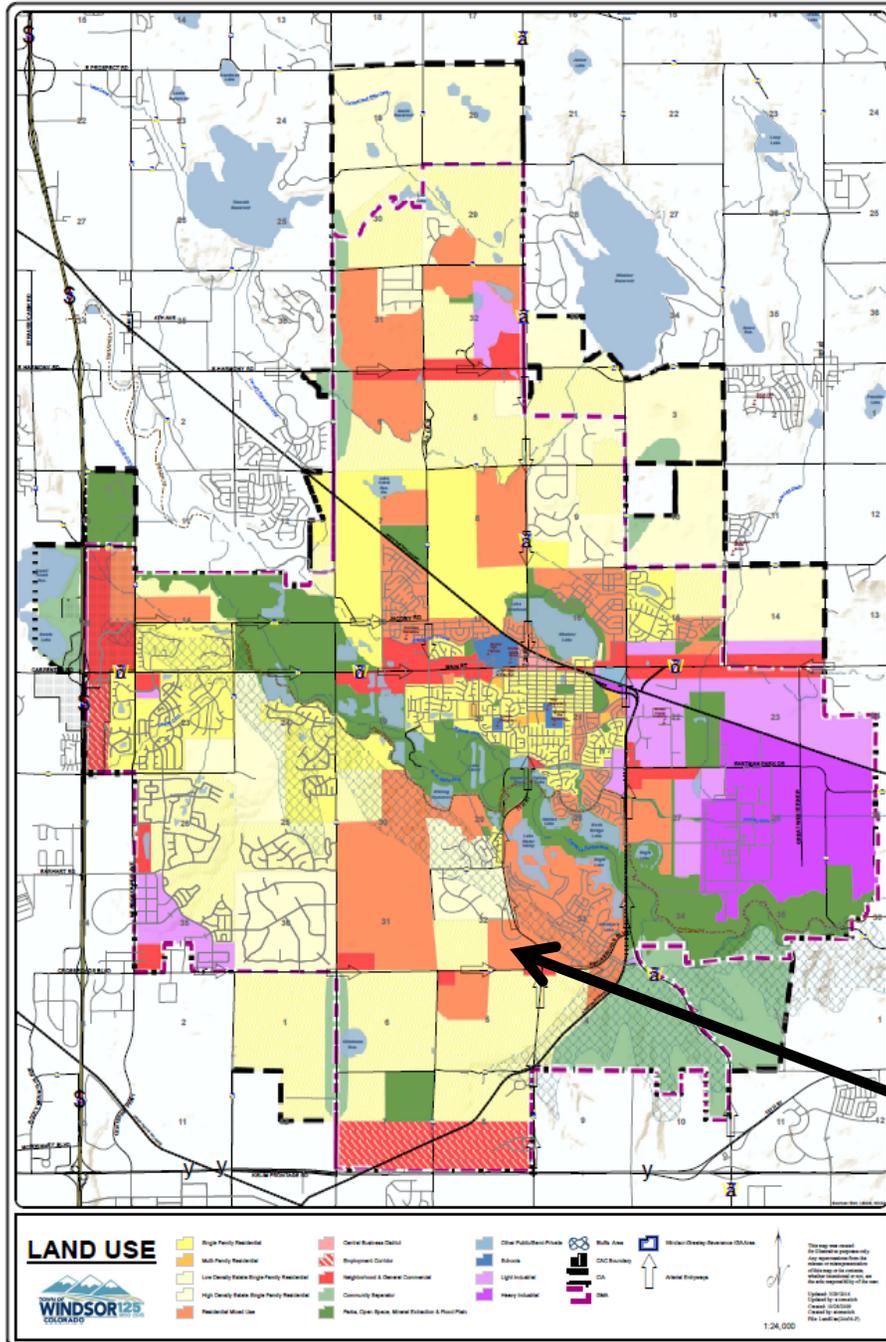
The purposes of the major subdivision procedure are:

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

SITE VICINITY MAP



LAND USE MAP



Subject Site

FINAL PLAT

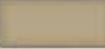
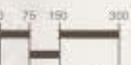


Weld County RE-4
School District
Future
Middle School
Site

LANDSCAPE PLAN

PELICAN FARMS

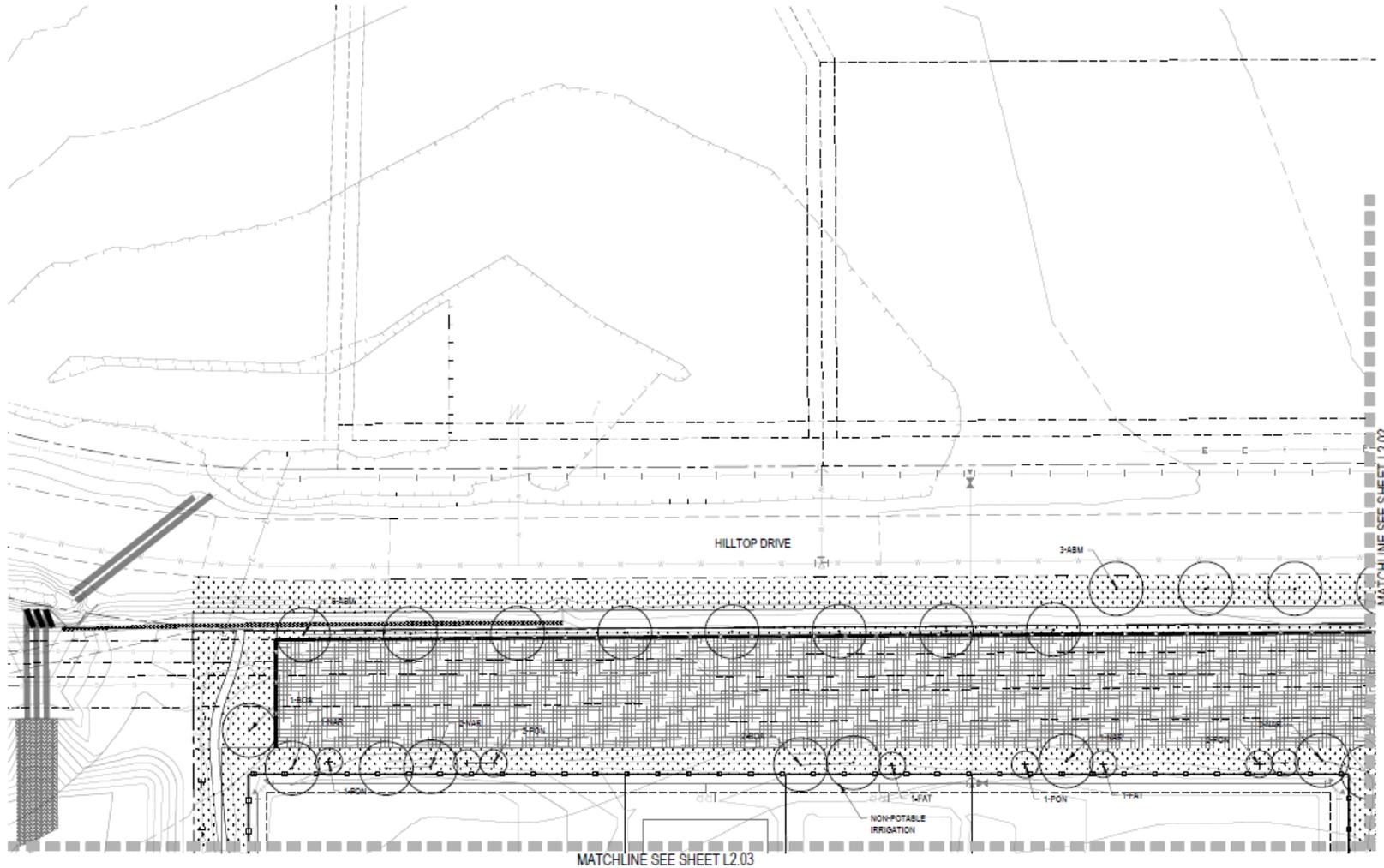
WINDSOR, COLORADO

	FARMHOUSE		70' LOT
	90' LOT		60' LOT
	85' LOT	 	
		SCALE: 1"=150'	

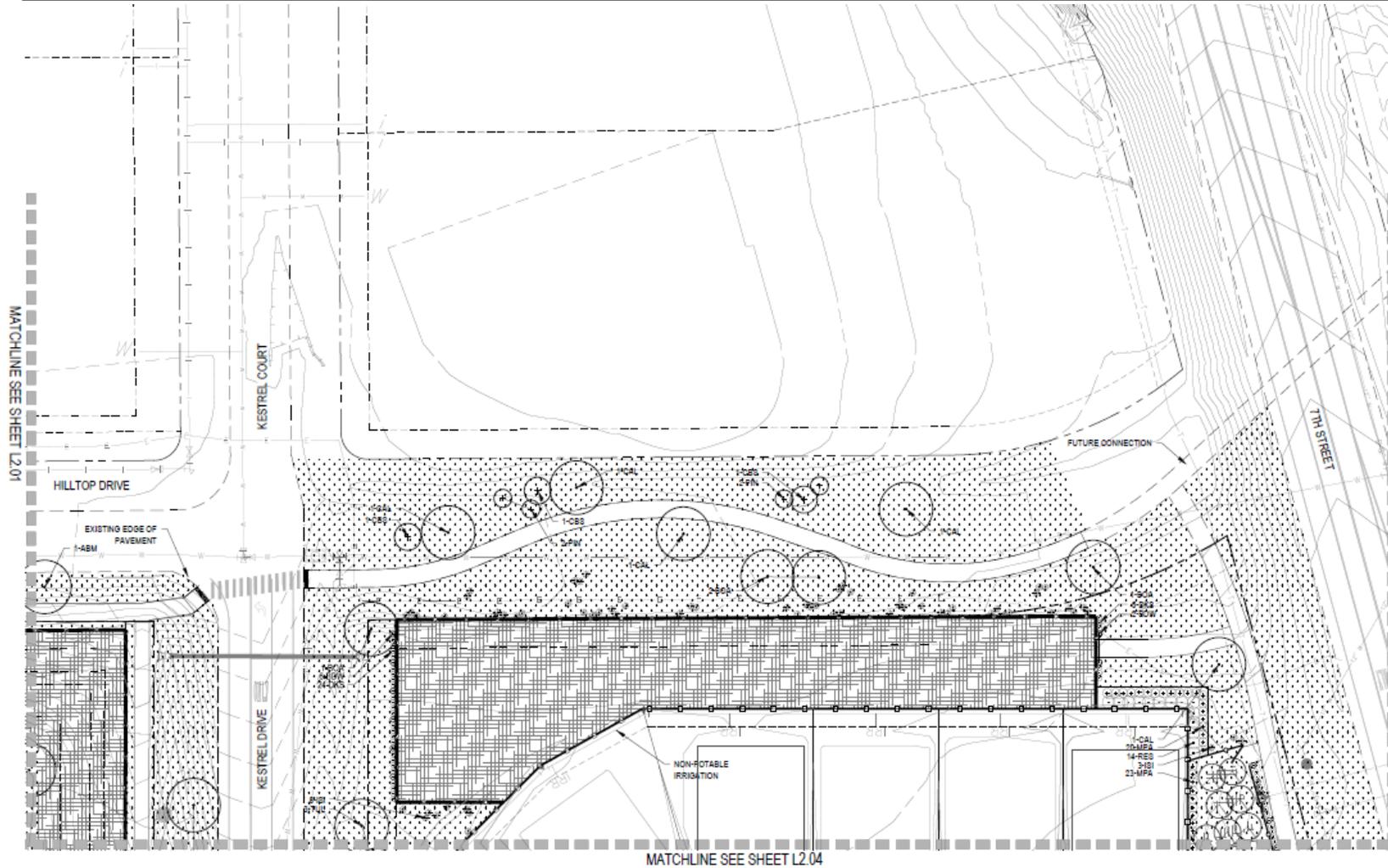
Weld County RE-4
School District
Future
Middle School
Site



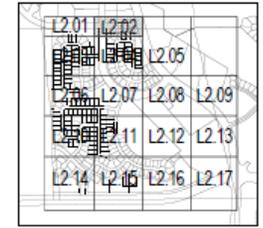
LANDSCAPE PLAN



LANDSCAPE PLAN



KEY MAP - NTS



LEGEND

- DECIDUOUS CANOPY TREES
- DECIDUOUS CANOPY TREES (HOMEOWNER)
- EVERGREEN TREES
- DECIDUOUS ORNAMENTAL TREES
- EVERGREEN SHRUBS
- DECIDUOUS SHRUBS
- ORNAMENTAL GRASSES
- ORCHARD TREE
- IRRIGATED NATIVE SEED WILDFLOWER MIX
- CULTIVATED LANDSCAPE
- PRODUCTIVE LANDSCAPE
- IRRIGATED TURF
- WETLAND SEED
- NON-IRRIGATED NATIVE SEED
- PERENNIALS
- ANNUALS
- PLAYGROUND SURFACE
- METAL EDGE
- RETAINING WALL
- FIRE HYDRANT
- HOME BUILDER PRIVACY FENCE
- HOME BUILDER FENCE
- FARM FENCE
- 2-RAIL PERIMETER FENCE
- BENCH
- DUAL RECEPTACLE
- PET STATION



NOT FOR CONSTRUCTION



RECOMMENDATION

Planning Commission forwarded a recommendation of approval, as presented, subject to the following condition, and staff concurs with this recommendation:

1. All remaining staff comments shall be addressed.

FINAL MAJOR SUBDIVISION

Staff requests that the following be entered into the record:

- Application and supplemental materials
- Staff memorandum and supporting documents
- Recommendation

2. Resolution No. 2014-03 approving an amendment to the Windsor Comprehensive Plan Land Use Map for Harmony Ridge – HR Exchange, LLC/Jeff Mark, The Landhuis Company, applicant; Jim Birdsall, TB Group, applicant's representative

Affirmative vote of a super majority of five members required for approval

- Legislative action
- Staff presentation: Josh Olhava, Associate Planner

Commission Comments:

Mr. Frelund, agrees with residents and there is good reason to table this item to give everyone more time. He encouraged the audience to educate themselves on land use and the processes.

Mr. Schick agrees with Mr. Frelund.

Mr. Tallon moved to table Resolution 2014-03 to the next meeting 11/05/14. Mr. Schinner seconded the motion. Roll call on the vote resulted as follows:

Yeas – Gale Schick, Steve Scheffel, Andrew Vissers, Victor Tallon, Charles Schinner, David Cox, Wayne Frelund

Nays – None

Motion carried

Mr. Schick invited the applicant to speak.

Dave Cocolin, applicant, The Landhuis Company, feels that the land use map amendment, annexation and master plan should all go through the process together. Last spring at a neighborhood meeting the neighbors asked for some accommodations to be made and Landhuis has made them. The property is currently zoned to build 1,800 homes and Landhuis has agreed to limit the proposal to 1,650 homes. The real issue is the commercial property, as RMU zoning allows for zero to twenty percent commercial use. The Town wants more but has agreed to 10 acres of commercial development. He believes that this will be a significant commercial corridor. They are not sure how growth will take place so they want to keep options open and RMU zoning does that. He is committed to putting multi-family uses along the commercial corridor. They did take people into consideration from the neighborhood meetings and they are in the 18th month of this project.

Jeff Mark, applicant, The Landhuis Company, further clarified that they took the neighbors' concerns to heart and made changes in response. The master plan includes a 50 foot buffer and the largest lots are also adjacent to this buffer.

3. Preliminary Major Subdivision – South Hill Subdivision, Second Filing – Martin Lind, Manager, Frye Farm Investments, LLC, applicant/Patrick McMeekin, Frye Farm Investments, LLC, applicant's representative

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

Staff Presentation:

Per Mr. Ballstadt, the applicant, Mr. Martin Lind of Frye Farm Investments, LLC, represented by Mr. Patrick McMeekin, also of Frye Farm Investments, LLC, has submitted a preliminary major subdivision plat, known as South Hill Subdivision, Second Filing. The subdivision encompasses approximately 123 acres and is zoned Residential Mixed Use (RMU). The current plat includes a total of 210 lots and thirteen (13) tracts, with most traditional lots generally ranging from 7,000 – 12,000 square feet in size. The plat also includes six farm residential lots and six farm lots for single family dwellings and urban farming uses.

Also included is a large tract on which the existing oil and gas facilities are located. The proposal adheres to the required minimum setbacks from oil and gas facilities and includes a substantial landscape buffer with earth berms as depicted on the landscape plan.

Staff recommends that the Planning Commission approve the preliminary major subdivision as presented, subject to the following conditions:

1. All remaining Planning Commission and staff comments shall be addressed in the final major subdivision application.
2. As part of the final major subdivision application, the applicant shall submit a formal request regarding the proposed transfer of density to the subject property from other properties owned by the applicant. The request shall identify allocations regarding each parcel involved in the transfer in order to determine the appropriate land use process(es) and necessary agreement(s) to approve such transfer.

Patrick McMeekin, applicant, this is the second time the Planning Commission is seeing this subdivision. It is different because they have added larger 90 foot lots to transition from the estate lots to the north. There currently is a large trend in urban farming and their goal is to continue the urban farming concept along Crossroads Boulevard and WCR 13 with the Water Valley West project.

Mr. Cox, asked how will the farm lots be accessed.

Mr. McMeekin answered it is internal to the subdivision, not from Crossroads Boulevard.

Mr. Cox asked if there will there be farm equipment.

Mr. McMeekin answered yes. The HOA will control farm activities and farm equipment will be kept off of the streets.

Mr. Cox asked if there were any plans to allow agricultural animals.

Mr. McMeekin answered no. The only animals that will be allowed are those such as chickens that are allowed by the Windsor Municipal Code.

Mr. Frelund applauds the farm concept and is glad it is here in Windsor.

Mr. Schinner asked about the approximate size of the farms.

Mr. McMeekin answered about 3 to 5 acres each.

Mr. Schinner asked if they can sell produce directly from the farm.

Mr. McMeekin answered that they will likely include other communal areas for activities such as a farmers market.

Mr. Schinner asked if there is any concern that noise from early morning farming activities will impact the houses adjacent to the farms.

Mr. McMeekin answered that is a good point and stated he thinks they will want to add hours of operation to the HOA restrictions.

Mr. Schinner asked about the nearby oil site and is it done drilling.

Mr. McMeekin answered they are done drilling but are scheduled for fracking later this year. He also stated that they are adding a pipeline as part of this plan to keep oil trucks out of the area.

Mr. Schinner asked if any buildings are allowed on farm lots.

Mr. McMeekin answered they will allow for outbuildings on the residential lots associated with the farm lots but not on the farm lots themselves.

Mr. Vissers asked where the water is coming from for irrigation.

Mr. McMeekin answered that they own shares in an irrigation ditch that will serve the property.

Mr. Frelund, likes the oil and gas buffers that the developer has put in place on this project. He asked if they will restrict the crops that are grown so that no one tries to grow marijuana.

Mr. McMeekin stated that the farms will not be used to grow marijuana.

Mr. Scheffel asked if they explored ringing the oil and gas facilities with the farms.

Mr. McMeekin answered no, as they had a specific design and layout in mind.

Mr. Tallon moved to approve the preliminary major subdivision as presented with staff conditions. Mr. Frelund seconded the motion. Roll call on the vote resulted as follows:

Yeas – Gale Schick, Steve Scheffel, Andrew Vissers, Victor Tallon, Charles Schinner, David Cox, Wayne Frelund

Nays – None

Motion carried

D. COMMUNICATIONS

1. Communications from the Planning Commission

Mr. Schinner asked which Town department would be appropriate to address the intersection of SH 257 and Eastman Park Drive, as there is more truck traffic and the intersection is too small for the big rigs. He feels that something needs to be done because larger trucks have trouble getting through the intersection.

Mr. Wagner realizes there is a problem because the intersection is so compact. They have looked at some solutions and may move the painted stop bar further back. They have talked with CDOT but there is no available funding. The long term fix may involve applications for Federal money to expand and improve the intersection.

Mr. Vissers asked about any plans for a stoplight at SH 257 and Crossroads Boulevard.

Mr. Wagner stated that yes, a stoplight should have been installed a year ago, however, CDOT had awarded a contractor the project but the contractor had problems and forced CDOT to go back through their process to get a new contractor.

2. Communications from the Town Board liaison

Not present

3. Communications from the staff

Per Mr. Ballstadt, improvements are underway at Windsor Auto Repair, and Mr. Pete Hyland is here to provide the Planning Commission with an update. There were some conflicts with planned landscaping and utilities and this has prompted revisions to the landscape plan. The number of trees won't change; only locations will change from the original plan. This revised landscape plan will be approved by the Parks and Engineering departments. The Planning Commission had no comments on the revised landscape plan.

Pete Hyland stated that concrete, grading and drainage are all done. The electricity is in and landscaping should be done by November 1st.

Mr. Schinner stated he appreciates staff being reasonable with these utility problems and helping the business owner.

Per Mr. Ballstadt, the gravel mining activities at the former Hall Irwin gravel pit adjacent to Weld County Road 13 at the Frank Wildlife area is still under an active state permit. It is now being mined under Bestway Concrete Inc. and the state approval predates Windsor's annexation of the property. Therefore, the mining activity is considered a legal nonconforming use and it is his understanding that there are 3-5 years remaining on the current operation.

From: Raechel Drake [<mailto:rdrake71@icloud.com>]
Sent: Wednesday, May 04, 2016 4:47 PM
To: Scott Ballstadt
Cc: Pete LeClair; Raechel Alderman Drake; Patrick McMeekin
Subject: Fwd: South Hill Subdivision

From: Pete LeClair <prlnascar@comcast.net>
Date: May 4, 2016 at 4:17:58 PM MDT

RE: Town of Windsor regarding South Hill Subdivision.

Dear Scott,

We are unable to attend tonight's planning commission meeting and are homeowners in Pelican Hills subdivision, Clay and Raechel Drake @ 1020 Hilltop Drive and Pete and Kristy LeClair @ 1956 Kestrel Court. We have concerns about the traffic impact on Pelican Hills as a result of this new subdivision. We are an estate lot subdivision with no sidewalks to allow residents to walk through the neighborhood. As a result everyone walks on the streets. We believe the eventual opening of New Liberty to County Road 13 will create a through street through Pelican Hills to the 210 new lots to the south of our neighborhood. This increased traffic through Pelican Hills will cause a great safety hazard to our residents. We would like to discuss gates at the north and south entrances to Pelican Hills as a way to limit access and eliminate this new safety hazard.

In addition, we are interested in reviewing a detailed landscaping plan as a buffer between our neighborhoods.

Thank you for your time and consideration.

*Raechel & Clay Drake
Pete & Kristy LeClair*

Sent from my iPhone



MEMORANDUM

Date: May 9, 2016
To: Mayor and Town Board
Via: Scott Ballstadt, AICP, Director of Planning
From: Paul Hornbeck, Senior Planner
Subject: Public Hearing – Conditional Use Grant to allow a home occupation involving tutoring or instruction of more than two students at any one time in the Estate Residential (E-2) zone district – Fossil Ridge Subdivision Lot 7, Block 15, – Robin Flores, applicant
Location: 4630 Freehold Drive
Item #: C.4.C.5

Background:

The applicant, Ms. Robin Flores, is requesting a Conditional Use Grant (CUG) to allow a home occupation involving tutoring or instruction of more than two students at any one time. The single family residence is located on an 8,772 square foot lot in the E-2 zone district.

The applicant's proposal includes:

- Teaching groups of 4-8 students, ages 2 to 6 years old
- Classes total 8 hours per week
- Availability of four off-street (driveway) parking spaces

Until recently the Municipal Code did not allow home occupations with tutoring or instruction to have more than two students present at any one time. The Code was amended at the request of the applicant to allow more than two students, subject to certain criteria. The issue in this case was brought to the Town's attention after a complaint was received from a neighboring property owner regarding Ms. Flores' home based business, which had been operating without a business license. The email from the complainant is enclosed with the meeting materials.

Town staff worked to create a possible code amendment to allow more than two students at any one time and held work sessions to get feedback and direction from both the Planning Commission and Town Board. Given concerns about the possible impact on neighborhoods, the Planning Commission voted against recommending approval of the ordinance to the Town Board. However, while there was no public support and little dialogue between the applicant and Planning Commission, there was tremendous public support at the Town Board meeting for the amendment and more discussion between the applicant and Town Board took place. After deliberation the Town Board supported and ultimately adopted the ordinance.

The subject Conditional Use Grant has been submitted and is in compliance with all requirements for home occupations involving tutoring or instruction of more than two students enumerated in Municipal Code Section 16-7-85:

- (1) Be limited to tutoring or instruction of children under the age of eighteen (18) years;
- (2) Not exceed eight (8) students present at the dwelling unit at any one (1) time;
- (3) Have available one (1) on-site parking space for every two (2) students present at the dwelling at any one (1) time;

- (4) Be limited to hours of operation between 7:00 a.m. and 8:00 p.m.;
- (5) Be limited to no more than fifteen (15) hours per week of instruction;
- (6) Comply with all State of Colorado child care licensing requirements, including requirements for licensing exemption status; and
- (7) Be subject to inspection in order to ensure that all applicable building and fire codes are met.

An email was received from the Home Owners Association (HOA) president expressing concerns that the CUG would be in violation of the private covenants within the HOA. The president has since stated he misunderstood the proposal and that the HOA has no concerns.

Conformance with Comprehensive Plan:

The Comprehensive Plan does not address this type of use.

Conformance with Vision 2025:

The Vision 2025 document, like the Comprehensive Plan, does not address this type of use.

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:

- April 6, 2016 - affidavit of letters mailed to the adjacent property owners
- April 11, 2016 - property posted with a notification sign
- April 15, 2016 - legal notice posted on the Town of Windsor website
- April 15, 2016 - legal ad published in the Tribune

Recommendation:

At their May 4, 2016 regular meeting the Planning Commission voted 3-3 regarding forwarding a recommendation of approval to the Town Board.

Enclosures: application materials
Planning Commission and Town Board meeting minutes

pc: Robin Flores, applicant



APPLICATION FOR CONDITIONAL USE

Home Occupations involving tutoring or instruction (Sec. 16-7-85,
Charter and Municipal Code

(Please see Town of Windsor [Fee Schedule](#) for Application Fees)

TOWN OF WINDSOR
301 Walnut Street
Windsor, CO 80550

Office: (970) 674-2415
Fax: (970) 674-2456

www.windsorgov.com

TO BE COMPLETED BY APPLICANT

(Type or print in black ink)

Street Address*: 4630 Freehold Dr. Lot: 7 Block: 15
Subdivision: Fossil Ridge 1st Filing

*****Conditional Use Grant approval is only valid for the applicant(s) who receive the original approval and is not transferable to subsequent occupants of the property.*****

*Describe the non conforming use or home occupation. Include activity description, average number of clients, need for parking, hours of operation, size of area to be used, justification of continuance of non conforming use and result of any communication with neighbors. (use back or additional sheets if necessary)

See page 2

Windsor Municipal Code Section 16-7 and Section 16-31 <http://www.colocode.com/windsorpdf16.html>

- Legible, accurate drawings (drawn to an appropriate scale, which cannot be smaller than 1"=30') and specifications necessary for the property consideration of this grant shall be submitted with this application.
- Conditional use grant evaluation criteria are detailed in Windsor Municipal Code Section 16-7-50.
- Notification requirements are detailed in Windsor Municipal Code Section 16-31.

*Present use of land:	Single-family residential; High Density Estate (E-2 Zone)	Size: 8,772 s.f.
*Present use of structure:	Single-family residence	Size: 2,471 s.f.
*Proposed use of land:	Residence w/ home occupation - tutoring	Size: 8,772 s.f.
*Proposed use of structure:	Residence w/ home occupation- tutoring	Size: 2,471 s.f.

If granted this conditional use grant, I/We the undersigned, agree to comply with the Code of the Town of Windsor, Colorado and any other stipulations as determined by the Town Board. I hereby depose and state under penalties of perjury that all statements and proposal submitted within this application are true and correct to the best of my knowledge.

Submitted this 29 day of January, 2016

Robin Flores
Applicant (please print)

Applicant's Signature *Robin J. Flores*

970-682-3558 n/a

Phone (daytime) Fax
robin@singplaymusic.com

Email

Applicant's Representative (if any) Name _____
Phone _____ Fax _____ Email _____

Richard and Robin Flores
Property Owner* (please print)

Property Owner's Signature* *Richard Flores Robin J. Flores*

9703728212 n/a

Phone* (daytime) Fax*
rnrflores@me.com

Email*

Activity Description:

In accordance with Section 16-7-85, any conditional use grant for instruction or tutoring of more than two (2) students shall:

- (1) Be limited to tutoring or instruction of children under the age of eighteen (18) years:
 - Our students graduate by age 9 at the oldest.
- (2) Not exceed eight (8) students present at the dwelling unit at any one (1) time:
 - We can not have more than 8 in a class, per our licensing with Let's Play Music.
- (3) Have available one (1) on-site parking space for every two (2) students present at the dwelling at any one (1) time:
 - We have a 4 car driveway and ample street parking spaces on the corner lot.
- (4) Be limited to hours of operation between 7:00 a.m. and 8:00 p.m.:
 - All class times are between 8:45 a.m. and 6:00 p.m.
- (5) Be limited to no more than fifteen (15) hours per week of instruction:
 - Fifteen hours of instruction per week will not be exceeded. This year my total hours of teaching are 8 hrs/week.
- (6) Comply with all State of Colorado child care licensing requirements, including requirements for licensing exemption status:
 - Letter submitted to Colorado State Department of Human Services, Division of Child Care (1575 Sherman Street, 1st Floor, Denver, CO 80203-1714) on Jan. 29, 1016.
- (7) Be subject to inspection in order to ensure that all applicable building and fire codes are met:
 - Inspection was completed and approved by Russ Weber on 1-29-16.

Sec. 16-10-20(1)(i), Home Occupations.

- The home occupation will not change the character of the neighborhood. All activities will be conducted indoors and adhere the criteria above.

Sec. 16-7-50, Standards and Requirements for Conditional Use Grants.

- The conditional use grant for a home occupation will not change the character of the neighborhood. Adequate parking will be provided. Site Plan attached.

Project Narrative/Detailed Activity Description:

I teach Let's Play Music www.letsplaymusic.com, a curriculum involving small group music and piano classes for groups of 4-8 children, ages 4-6 years. The parents attend class with the child in Sound Beginnings, ages 2-4, and the first year of Let's Play Music, every other week. In the 2nd and 3rd year of the program, the parents attend lessons once a month. The parents park in my 3 car driveway and we live on a corner lot with ample street parking. These classes are held in my home, part time, on Tuesdays for approximately 5 hours and Wednesdays for 3 hours. My schedule changes slightly every school year. I teach mostly during daytime hours, with just 2 classes after school, from August-April. I use a home office space for storing keyboards. The impact of my teaching business is very minimal on my home and neighborhood. I have been in communication with all of my neighbors since we moved into this home 3 years ago. We went door to door and asked everyone on our street if they had any concerns/questions. I have contacted everyone on the surrounding street as well, and reached out to several surrounding neighborhoods using our neighborhood website. I have felt overwhelming support from the neighbors. Several of them attended and spoke at the public hearings over the past year, and many of them attend music or piano classes in my home with their children. Overall, I feel it is a positive thing for our town and community, to allow Let's Play Music classes to be taught in Windsor. The benefits of this program have lasting impacts in the lives of families in our community and the surrounding areas.

Specifically addressing the Code 16-7-50 areas that are applicable to this situation:

The character and quality of the home will not change and it does not alter the neighborhood in any way different than personal use.

The physical appearance of the home including architectural and landscaping are maintained to be visually appealing, and safe, just as we would for exclusive personal use.

The vehicular and pedestrian traffic are both addressed in the same manner as personal use, because children are involved, parents park in the driveway and walk their children into the house, whether they are coming over for piano lessons, or a playdate or birthday party.



CONDITIONAL USE GRANT

4630 Freehold Drive

Fossil Ridge Subdivision Lot 7, Block 15

Paul Hornbeck, Senior Planner

May 9, 2016

Town Board

Item C.4 C.5



CONDITIONAL USE GRANT

Article VII of Chapter 16 of the Municipal Code outlines the intent of the Conditional Use Grant process, including:

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

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

SITE VICINITY MAP



Site Location

SITE PROXIMITY ZONING MAP



Site Location

ANALYSIS

The subject Conditional Use Grant has been submitted and is in compliance with all requirements for home occupations involving tutoring or instruction of more than two students enumerated in Municipal Code Section 16-7-85:

- Be limited to tutoring or instruction of children under the age of eighteen (18) years;
- Not exceed eight (8) students present at the dwelling unit at any one (1) time;
- Have available one (1) on-site parking space for every two (2) students present at the dwelling at any one (1) time;
- Be limited to hours of operation between 7:00 a.m. and 8:00 p.m.;
- Be limited to no more than fifteen (15) hours per week of instruction;
- Comply with all State of Colorado child care licensing requirements, including requirements for licensing exemption status; and
- Be subject to inspection in order to ensure that all applicable building and fire codes are met.

Notification

- Notice of public hearings was posted on the Town's website on 4/15/16
- Sign posted on the property on 4/11/16
- Notice of public hearings was published in the newspaper on 4/15/16
- Letters were mailed to surrounding property owners within 100-feet on 4/6/16

Notification Area





RECOMMENDATION

At their May 4, 2016 regular meeting the Planning Commission voted 3-3 regarding forwarding a recommendation of approval to the Town Board.



Conditional Use Grant

Staff requests that the following be entered into the record:

- Application materials
- Staff memorandum and supporting documents
- Recommendation

4. Public Hearing – An Ordinance Repealing, Amending and Readopting Section 16-10-20 of the Windsor Municipal Code and Adopting Section 16-7-85 of the Windsor Municipal Code regarding Home Occupations involving tutoring or instruction
 - Staff presentation: Paul Hornbeck, Senior Planner

Per Mr. Hornbeck, the Municipal Code currently allows residents to operate home-based businesses under the Home Occupations provisions of Sec. 16-10-20. When a home occupation involves tutoring or instruction, the Code currently limits the number of students to no more than two at any one time. Two residents have requested that the Town consider increasing the number of students allowed from two to eight to accommodate the type of curriculum they use in teaching music lessons.

The proposed code amendment would keep the current regulations in place for home occupations with two or fewer students while requiring a Conditional Use Grant approval by the Town Board for home occupations with more than two students at any one time. The code amendment also includes a number of additional criteria that home occupations would be subject to if there are more than two students. The additional requirements were developed based on feedback from the Planning Commission and Town Board at work sessions.

Any conditional use grant for instruction or tutoring of more than two (2) students shall:

- Be limited to tutoring or instruction of children under the age of eighteen (18) years;
- Not exceed eight (8) students present at the dwelling unit at any one (1) time;
- Have available one (1) on-site parking space for every two (2) students present at the dwelling at any one (1) time;
- Be limited to hours of operation between 7:00 a.m. and 8:00 p.m.;
- Be limited to no more than fifteen (15) hours per week of instruction;
- Comply with all State of Colorado child care licensing requirements, including requirements for licensing exemption status; and
- Be subject to inspection in order to ensure that all applicable building and fire codes are met.

Staff recommends the Planning Commission forward a recommendation of approval of the proposed code amendment to the Town Board.

Mr. Tallon moved to close the public hearing; Mr. Frelund seconded the motion. Roll call on the vote resulted as follows:

Yeas – Schick, Tallon, Scheffel, Vissers, Harding, Frelund

Nays – None

Motion carried.

5. Recommendation to Town Board – An Ordinance Repealing, Amending and Readopting Section 16-10-20 of the Windsor Municipal Code and Adopting Section 16-7-85 of the Windsor Municipal Code regarding Home Occupations involving tutoring or instruction

- Legislative action
- Staff Presentation: Paul Hornbeck, Senior Planner

Mr. Hornbeck had nothing further to add.

Mr. Vissers asked to clarify that a vote against the change would result in the ordinance remaining the same and allow only two students per dwelling, but a vote in favor of the change will impose the new conditions for a conditional use grant for up to eight students.

Mr. Hornbeck stated that is correct.

Mr. Scheffel inquired about the proposed changes as the Planning Commission had previously resoundingly voted against any modifications or changes.

Mr. Hornbeck stated the amendment was also presented to the Town Board. There were issues that the Town Board had and the conditions are a result of those issues and concerns.

Mr. Scheffel stated that presents a challenge as the Planning Commission is trying to assess whether or not the existing zoning is appropriate. Also this is a business in a residential area and that seems to directly conflict with zoning. It also presents a competitive advantage over similar businesses with more overhead that are appropriately located in commercial zones.

Mr. Ballstadt stated that some Town Board members were in favor of making allowances for educational opportunities for youth tutoring in the home.

Mr. Scheffel inquired if a Conditional Use Grant was granted is the Planning Department going to check to make sure the conditions are being met.

Mr. Ballstadt stated it would be incumbent on the applicant to maintain compliance with the conditions of approval and if staff received any reports of non-compliance those would be followed up on.

Mr. Scheffel inquired if they apply for the Conditional Use Grant would a sign be posted within the neighborhood.

Mr. Ballstadt stated that is correct.

Mr. Scheffel inquired about the child care licensing requirements.

Mr. Hornbeck stated that was a concern the Assistant Town Attorney brought to the attention of the Planning Department. When there are a certain number of children in a private home that are not related, either the home needs to be a licensed daycare or receive an exemption letter from the state indicating that they are not a daycare but they are approved to have this number of children in the home.

Mr. Bishop-Cotner inquired about the code stating they will need to fall within all the state requirements for a child care licensee.

Mr. Hornbeck stated they would either need to obtain the license or the exemption letter.

Mr. Schick stated with the additional conditions and criteria proposed it seems as if more of an enforcement problem is being created.

Mr. Harding stated he is not in favor of amending the code and feels businesses that are legitimately being operated in a commercial space are being hurt and he does not feel this will benefit the Town of Windsor.

Mr. Vissers stated he sees them being a legitimate business as they are providing services, being paid for those services and paying taxes.

Mr. Harding stated that the Planning Commission does not know if they are paying taxes nor have any ideas how they are being paid; cash or check.

Mr. Frelund inquired how this issue was brought before the Planning Commission.

Mr. Schick stated it was through a neighbor complaint.

Mr. Hornbeck stated it was through a complaint and the applicant moved forward with trying to get the necessary approvals to continue tutoring.

Mr. Frelund stated it is not the goal to restrict additional education to students in the community, but he also believes the zoning laws were enacted to be fair to everyone.

Mr. Vissers stated his view is in two different perspectives; from a business standpoint that an independent business consultant (Avon, Mary Kay) have people come over and they make money on the business, then on the other hand, it seems like the issue is being overly conditioned in the ordinance as it is a bunch of kids getting together to learn music.

Mr. Tallon feels the ordinance is being overly conditioned as well and believes the ordinance should remain as it is currently written.

Mr. Vissers inquired as to how daycare is allowed in the Town.

Mr. Schick stated that individual would need to go through a licensing process.

Mr. Vissers inquired as to how this ordinance amendment would affect daycares.

Mr. Scheffel stated this is related to tutoring and not daycare uses.

Mr. Vissers stated there are still cars coming and going at daycares.

Mr. Bishop-Cotner stated there is a separation between tutoring and other home occupations in residential areas. This ordinance deals with tutoring and a limit of two students. Daycares are a different business and that business is regulated by different state regulations and home occupation criteria in the code.

Mr. Tallon moved to forward a recommendation to the Town Board for the approval of the ordinance; Mr. Frelund seconded the motion. Roll call on the vote resulted as follows:

Yeas – None

Nays – Schick, Tallon, Scheffel, Vissers, Harding, Frelund

Motion denied.

Mr. Ballstadt stated that is correct; if the footprint is not expanding or adding additional square footage there would be no additional road impact fee.

Mr. Morgan inquired if that process would also give refunds on business that decreases intensity.

Mr. Ballstadt stated refunds would not be issued. If a building sits vacant for a period of time, a road impact fee would be assessed.

Mr. Morgan inquired if there is an appeal process that a business owner can go through regarding the road impact fee assessment.

Mr. Ballstadt stated a business can order an independent impact fee analysis.

Mr. Vazquez requested all documentation and information presented be entered into the record.

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, Bishop-Cotner, Adams, Vazquez; Nays- None; Motion passed.

4. Ordinance No. 2016-1517 - Repealing, Amending and Readopting Article XV, Chapter 17 of the Windsor Municipal Code regarding Road Impact Fees
 - First Reading
 - Legislative action
 - Staff Presentation: Scott Ballstadt, Director of Planning

Town Board Member Melendez motioned to approve Ordinance No. 2016-1517 - Repealing, Amending and Readopting Article XV, Chapter 17 of the Windsor Municipal Code regarding Road Impact Fees; Town Board Member Morgan seconded the motion.

Mr. Ballstadt stated a question that was asked in a previous work session was what the total amount of road impact fees that were collected in 2015 and how that relates to the look back provision. Through November of 2015, \$940,000 was collected in road impact fees and of that \$14,595 was look back fees that were waived.

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

5. Public Hearing – Ordinance No. 2016-1518 - Repealing, Amending and Readopting Section 16-10-20 of the Windsor Municipal Code and Adopting Section 16-7-85 of the Windsor Municipal Code regarding Home Occupations involving tutoring or instruction
 - Staff presentation: Paul Hornbeck, Senior Planner

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

Senior Planner Paul Hornbeck stated the Municipal Code currently allows residents to operate home-based businesses under the Home Occupations provisions of Sec. 16-10-20. When a home occupation involves tutoring or instruction, the Code currently limits the number of students to no more than two at any one time. Two residents have requested that the Town consider increasing the number of students allowed from two to eight to accommodate the type of curriculum they use in teaching music lessons.

The proposed code amendment would keep the current regulations in place for home occupations with two or fewer students while requiring a Conditional Use Grant approval by the Town Board for home occupations with more than two students at any one time. The code amendment also includes a number of additional criteria that home occupations would be subject to if there are more than two students. The additional requirements were developed based on feedback from the Planning Commission and Town Board at work sessions.

Any conditional use grant for instruction or tutoring of more than two (2) students shall:

- Be limited to tutoring or instruction of children under the age of eighteen (18) years;
- Not exceed eight (8) students present at the dwelling unit at any one (1) time;
- Have available one (1) on-site parking space for every two (2) students present at the dwelling at any one (1) time;
- Be limited to hours of operation between 7:00 a.m. and 8:00 p.m.;
- Be limited to no more than fifteen (15) hours per week of instruction;
- Comply with all State of Colorado child care licensing requirements, including requirements for licensing exemption status; and
- Be subject to inspection in order to ensure that all applicable building and fire codes are met.

Planning Commission recommended denial of the ordinance with two main concerns; the first is having commercial businesses in residential neighborhoods and the second was giving an unfair advantage to home based businesses compared to businesses in commercial locations.

Mr. Morgan inquired about the age limit on the conditions as most seniors in high school are age 18.

Mr. Hornbeck stated the age limit could be modified.

Mr. McCargar stated this is a legislative act so changes can be accommodated if needed. If there are many changes, it may be requested to continue formal action to make certain the code is compliant.

Mr. Adams requested to express his opinion on the current issue. This amendment has come before the Town Board a couple times during the last year. The code currently allows up to two students and the Town Board requested staff to make reasonable changes to the code which they did and that includes the conditional use grant provision. The two principles in this matter attended the previous meetings and were in agreement with the conditions of the conditional use grant as presented. The Planning Commission considered the matter and according to the ordinance presented states the Planning Commission recommended adoption of the ordinance. However at their January 6, 2016 meeting, the Planning Commission was concerned about having commercial businesses in residential neighborhoods and about giving an unfair advantage to home based businesses compared to businesses in commercial locations. The

Planning Commission therefore forwarded a recommendation of denial of the proposed code amendment to the Town Board. Mr. Adams stated there are already existing businesses in residential neighborhood such as hair salons and independent consultant businesses. Mr. Adams also brought up the point of a family having three or four students being home schooled. Mr. Adams stated he fully supports the amendment to the ordinance.

Mr. Bishop-Cotner stated the recommendation was denied at the Planning Commission.

Mr. Vazquez stated this issue was discussed at a work session and the applicant came before the Town Board with a request which led to the discussion of modifying the ordinance to begin with and bringing some clarification. The proposal from staff is that we will modify the policy to include the conditional use grant process and that process will include seven conditions. The Planning Commission does not agree with the conditional use grant.

Mr. Bishop-Cotner stated the issue with the Planning Commission is that fundamentally the tutoring should stay no more than two students; the issue is tutoring and nothing else.

Mr. Vazquez inquired if the discussion is narrowed to just tutoring, how is that fair to home tutoring when independent consultants could have multiple individuals in the home at one time for a sales opportunity.

Mr. Bishop-Cotner stated the ordinance is specifically talking about tutoring.

Mr. Adams inquired if the Planning Commission discussed the difference between home schooling and tutoring.

Mr. Bishop-Cotner stated home schooling is a different topic and issue because it is being done in the home by the parents.

Mr. Hornbeck stated the concern from the Planning Commission was unfair competition with music based teaching or tutoring. There are commercially licensed businesses in commercial zones that teach and tutor music lessons so the Planning Commission's concern was the competition to those businesses.

Mr. Bishop-Cotner stated the commercially licensed businesses in commercial zones are paying overhead, electricity, heating and other expenses.

Mr. Vasquez inquired about any individuals that came out and were opposed to the ordinance amendment.

Mr. Bishop-Cotner stated there had been as the reason the issue was brought forward is due to an individual in that neighborhood who is opposed to the amount of traffic and the parking situation in that neighborhood.

Mr. Vazquez stated this ordinance would then provide due process for a home owner to use their personal property as they best see fit for their best interest. If there is a concerned resident they will be heard as part of the conditional use grant process. By denying the amendment, that homeowner is then denied due process.

Mr. Bishop-Cotner stated the homeowner can go open up the business in a commercial zone.

Mr. Adams inquired if the Planning Commission meeting on January 6, 2016 was before the ordinance was written and presented for the Town Board's consideration.

Mr. Hornbeck stated the ordinance before the Town Board was the same ordinance that was presented to the Planning Commission.

Mr. Adams stated in the ordinance it states the Planning Commission did approve the ordinance as presented.

Mr. Hornbeck stated there were work sessions on the topic and that the first Planning Commission work session they may have expressed some support for the amendment.

Mr. Adams recited the whereas clause that was included in the ordinance presented to the Town Board regarding the Planning Commission forwarding a recommendation of approval to the Town Board.

Mr. McCargar stated the ordinance that was included in the packet was prepared before the Planning Commission meeting. That recital is incorrect as it assumed the Planning Commission would be recommending approval.

Mr. Morgan inquired if the CUG was granted could it be revoked and would it be reviewed year by year.

Mr. Hornbeck stated the conditions can be set as needed and if there are complaints, those can be brought before the Town Board.

Mr. Vazquez stated he likes the process that has been created as it is not an automatic approval or denial.

Mr. Hornbeck stated there is no applicant as there are two people that are advocating for the amendment. Since this is a legislative matter there is no applicant per se.

Robin Flores, 4630 Free Hold Drive, Windsor, CO and Kim Seyboldt, 1014 Brisas Court, Windsor, CO addressed the Town Board.

Ms. Melendez inquired if the conditions listed in the conditional use grant are acceptable to Ms. Flores and Ms. Seyboldt.

Ms. Seyboldt stated out of the seven conditions listed the only one not being done at this time is the inspection on the homes. Ms. Flores stated they are in need of clarification on what type of inspection was needed and how that needed to be done. Also, the letter of exemption is still needed.

Mr. Bishop-Cotner inquired if they have four parking spaces available on site.

Ms. Seyboldt stated she has about 10 spaces.

Ms. Melendez inquired if the music model they use is intended to be a home business.

Ms. Seyboldt stated the curriculum is designed for home teaching for purposes of research that was done to prepare the curriculum as to the comfort level of children and repetitions that best cement those concepts.

Ms. Flores stated they are required to purchase licensing through Let's Play Music and are required to charge more if they hold sessions in commercial establishments. In turn, that would put them out of business as there are teachers in Fort Collins are that are able to teach in their homes for a lower price.

Ms. Melendez inquired if the program only allows them to teach students up to age 18.

Ms. Flores stated the program is designed to go to age eight.

Ms. Seyboldt stated once children reach age eight, they are then referred to other music programs and lessons.

Mr. Bishop-Cotner inquired as to the possibility to be able to teach this curriculum in a commercial setting and raising the prices.

Ms. Flores stated if an individual is not able to teach in their home they can do so in a commercial establishment but will charge more.

Mr. Bishop-Cotner inquired about the overhead of the current businesses.

Ms. Seyboldt inquired if the Planning Commission spoke with the other music businesses in town to see if they had any concerns with the amendment.

Mr. Bishop-Cotner asked Ms. Seyboldt and Ms. Flores what their overhead is.

Ms. Flores stated they have to pay for equipment such as keyboards, licensing fees, a fee to the company to use their curriculum each year. There are other expenses to run this business beside heat and electricity.

Mr. Morgan commented to the Ms. Flores and Ms. Seybolt that they are not required to answer the question regarding individual's overhead.

Mr. Bishop- Cotner stated the Planning Commission's concern is that in the commercial business they have all the expenses and if the business is done in the home those expenses are lessened.

Ms. Flores stated there is a piano and guitar studio on Main Street and they have several teachers in one location so in order for Ms. Flores and Ms. Seyboldt to be comparable to them, they would need to open up a studio with three to four teachers and work out hours that are convenient for families and currently the hours for teaching are very part time; one to two days a week for a couple hours. The comparison may not be exactly the same as the overhead is not the same either.

Mr. Bishop-Cotner stated that their response answers the questions regarding overhead and was a good explanation.

Mr. Vazquez stated it is not the job of the Town Board to fix problems that they do not know exist. The Town Board is unaware of the feelings of the music businesses along Main Street and they could be in favor of this program and embrace it as a feeder program. The conditional use

grant process will give due process and the ability to allow individuals in favor or against the use to be heard.

Many individuals from the public appeared in support of the business Let's Play Music. Parents, grandparents, child and graduates of the program spoke of the benefits of the affordable home based music program formatted for group teachings. Some of the comments included:

- This program lets children be creative.
- The program is filling a gap that the arts program in public schools is lacking.
- The program is a feeder program to teach children before moving into commercial music lessons.
- The programs helps introverted children open up in a group setting.

A former student of the program that has graduated stated the program was very helpful for her as she learn a lot before starting orchestra and understands music theory. Younger children sometimes get nervous when they first go to school but the home environment puts children at ease.

Mr. Bishop-Cotner inquired as to when she left the program.

The former student left the program at about eight years old because she finished the program and moved on to other music programs.

Mr. Bishop-Cotner inquired as to what finishing the program actually means.

The former student stated it is a three year program

Ms. Seyboldt stated they are then referred to private piano teachers, or they move onto orchestra or other similar classes.

Mr. Vazquez inquired as to children not having an opportunity to start music lessons at a young age if this program did not exist.

Ms. Seyboldt stated that is correct. Most private piano teachers require that children are able to know and read their letters and have a certain finger strength which comes more at age seven or eight. Ms. Seyboldt stated in those three years, they touch on high school music theory with the seven and eight year olds.

Mr. Bishop-Cotner stated one of the misconceptions has been that it was a program from age four to age 18. The program was designed intentionally for younger students to feed into other programs. Essentially the argument regarding overheard is mute as this program is not similar to traditional music lessons.

Mr. Morgan reminded colleagues that this ordinance is not business specific as it is not written for them so consideration needs to be for what is written. Although the Let's Play Music program normally ends at age eight, the ordinance is written up to age 18 and there may be other opportunities for individuals.

Mr. Bishop-Cotner stated he agreed with the mayor regarding the idea of due process.

Some additional comments of support include:

- The program is intended to be a three year program but it provides some pre-school classes as well.
- The ordinance amendment supports neighborliness and safety.
- The program not only brings children together but it also brings parents together.
- The home base business feels safer in a neighborhood than parking in a parking lot.
- The program thrives best in group participation classes.

Direct neighbors of the Flores residence stepped forward and stated they would be the ones who would have direct impact from the music program but they are in support of the music program Ms. Flores is teaching. The neighbors inquired as to what would happen if another neighbor got upset and came up with a reason to challenge the conditional use grant or try to get them to discontinue their teaching based on a personal matter.

Mr. Vazquez stated as long as there is a conditional use grant that is approved and the individuals are in compliance they should be fine to continue.

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

6. Ordinance No. 2016-1518 - Repealing, Amending and Readopting Section 16-10-20 of the Windsor Municipal Code and Adopting Section 16-7-85 of the Windsor Municipal Code regarding Home Occupations involving tutoring or instruction
- First Reading
 - Legislative action
 - Staff Presentation: Paul Hornbeck, Senior Planner

Town Board Member Adams motioned to approve Ordinance No. 2016-1518 - Repealing, Amending and Readopting Section 16-10-20 of the Windsor Municipal Code and Adopting Section 16-7-85 of the Windsor Municipal Code regarding Home Occupations involving tutoring or instruction; Town Board Member Morgan seconded the motion.

Mr. Hornbeck had nothing further to add.

Mr. McCargar will change the recital within the ordinance to reflect the Planning Commission's actual position on the ordinance as well as changing the age in the conditional use grant conditions to no greater than the age of 18.

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

7. Site Plan Presentation – Valley Center Subdivision, Lot F – Agrifab – Alan Highstreet, Agrifab Colorado, LLC applicant/ Josh Erramouspe, Olsson Associates, applicant's representative
- Staff presentation: Paul Hornbeck, Senior Planner

Paul Hornbeck

From: Peggy Tremelling
Sent: Tuesday, March 10, 2015 10:19 AM
To: Paul Hornbeck
Subject: FW: @4630 Freehold dr

The complaining party for the above home occupation (which has just applied for the variance) is now sending in her complaint and photos. I will forward to you. Do you want me to notify the complainant that we have contacted the business owner and she has applied for a variance or do you want to? Just let me know. Thanks

Peggy Tremelling

Planning Technician
Town of Windsor | Planning
301 Walnut Street | Windsor, CO 80550
Dir: 970-674-2415

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From: Linda.pretorius [<mailto:linda.pretorius11@gmail.com>]
Sent: Tuesday, March 10, 2015 9:56 AM
To: Peggy Tremelling
Subject: @4630 Freehold dr

Good morning Mrs. Tremelling,

I spoke with you 3 weeks ago about a home-base business that my neighbor Richard and Robin Flores on 4630 FreeHold Dr. For the past 2 years this situation has added traffic on my street as the result of their business they also are advertising their business in a music stand and automobile. This is a nice neighborhood that I want to keep peaceful. I know the zoning laws are excellent in protecting my and others from the potential harm caused by occupations and business run at home that are incompatible with the peace and safety of this. I would like to ask for this situation to be dealt in the most peaceful way without compromising my safety and of my family. I will be sending you photos in different emails my computer doesn't allow me to attach them all together.

Thank you in advance,



MEMORANDUM

Date: May 9, 2016
To: Mayor and Town Board
Via: Scott Ballstadt, AICP, Director of Planning
From: Paul Hornbeck, Senior Planner
Subject: Fee Waiver Request for a Conditional Use Grant to allow a home occupation involving tutoring or instruction of more than two students at any one time in the Estate Residential (E-2) zone district –Fossil Ridge Subdivision Lot 7, Block 15, – Robin Flores, applicant

Location: 4630 Freehold Drive
Item #: C.4.C.5.g

Background:

The applicant, Ms. Robin Flores, is requesting the Town Board reduce or waive the fees paid for a Conditional Use Grant (CUG) to allow a home occupation involving tutoring or instruction of more than two students at any one time. The request is attached.

Enclosures: Fee waiver request

pc: Robin Flores, applicant

SINGPLAYMUSIC

Robin Flores

4630 Freehold Dr.

Windsor, CO 80550

970-682-3558

robin@singplaymusic.com

April 11, 2016

To the Town Board,

I am requesting the conditional use grant fee I submitted with my application on March 4th, 2016 be reduced or waived because of the specific reason for my application. This is not a typical conditional use grant request, and due to the nature of the circumstances, I am led to think it is the first of its kind.

I am a part time piano and Let's Play Music teacher, I am only applying for this conditional use grant to be compliant with the city of Windsor's policies.

The original reason this was brought to the attention to the city was because the next door neighbor complained to the city. Not to us, to the city of Windsor. We lived next door to them for 3 years and they never mentioned any problem with me teaching piano. In fact when they first moved in, they asked about their daughter taking piano lessons from me.

This is their complaint to the city which was given to me at my request because I didn't know what their concerns were since they never mentioned them to us in person.

Good morning Mrs. Tremelling,

I spoke with you 3 weeks ago about a home-base business that my neighbor Richard and Robin Flores on 4630 FreeHold Dr. For the past 2 years this situation has added traffic on my street as the result of their business they also are advertising their business in a music stand and automobile. This is a nice neighborhood that I want to keep peaceful. I know the zoning laws are excellent in protecting my and others from the potential harm caused by occupations and business run at home that are incompatible with the peace and safety of this. I would like to ask for this situation to be dealt in the most peaceful way without compromising my safety and of my family. I will be

sending you photos in different emails my computer doesn't allow me to attach them all together.

Please note the three main concerns, increase of traffic, advertising on a music stand and vehicle, keeping the peace and safety of the neighborhood. There were 3 e mails full of photos of our own vehicles, the cars of our friends, and families, and a few of my students. These photos spanned several seasons and showed they had been taking pictures for quite a long time documenting this. All of the photos seem to have been taken from their balcony, and their vehicle while driving by the side and front of our home. This was quite honestly a bit of an invasion of privacy, and I was extremely uncomfortable that someone felt so strongly for their own safety, they needed to contact the city, and yet was taking photos of other people's children, without their permission, and taking photos while driving. They also, did not even pay enough attention to notice that I only teach 2 days a week, and took photos on days that there are only the vehicles that belong to us and our neighbors/friends in them. Quite possibly, they could not distinguish from our normal everyday life, and our business. We carpool, our kids have friends for playdates, and occasionally we have a birthday party or social event at our home. This feels unfair that so much attention was paid to their complaint without even investigating if there was a situation that warranted the complaint in the first place. (The only reason the town had this brought to their attention was because I called to clarify the code question when applying for my business license.) The complaint, which is not what any of the work sessions or hearings regarding the home occupancy code or variance were about, was brought up in every hearing, but not once was this point clarified.

As soon as we were aware of their concern, we spoke to them in person, along with every neighbor on our street and asked them if they had any problem with anything (prior to the original hearing for the variance in March 2015.)

The neighbor who made the original complaint and started this whole mess last year has since sold their home and moved earlier this year, so it just feels a bit

frustrating that I have spent the last year of my life working on this when the original reason for the complaint etc doesn't even exist.

Our new neighbors are a wonderful family who knew about my business before they bought the home, and didn't think it was any big deal, as do all the rest of the neighbors who live on our street and the surrounding ones. As I have mentioned at many of the hearings and meetings, we bought our specific home because of the corner lot and ample parking, so it wouldn't be a nuisance or inconvenience to anyone.

I'm sad that so much attention was given to the complaint, and so little attention to the actual situation.

Every board meeting, work session, and hearing that I attended, even though they were not about the original complaint, it was brought up, and every time, it was incorrectly referred to as a complaint about parking. There in the original complaint, you can see that this wasn't ever a problem, and still isn't.

I have been extremely compliant with the city and have spent many hours of time working on this, so I would hope for at least some type of understanding for the situation that has now been created.

I have been prompt in all my interactions with the city, and I have spent 13 months waiting to move forward. I have been extremely professional, and have attended many board meetings, hearings, work sessions, and lots of phone calls with members of the Town of Windsor staff.

I am proud to be a member of the town of Windsor and feel grateful to have so many staff members and community members to come along side and work through this issue together.

What I am asking at this point, is for the large fee, to be reconsidered. This was never mentioned at any of the previous hearings or meetings, and after finding out about it, I had to look it up to even find the amount, which had been raised in Jan of 2016 and was so unfamiliar to staff employees, I was charged the incorrect amount originally.

Please look at this specific situation for this conditional use grant and consider waiving or reducing the fee. I appreciate your consideration.

Robin Flores



MEMORANDUM

Date: May 9, 2016
To: Mayor and Town Board
Via: Regular Meeting materials, May 9, 2016
From: Kim Emil, Assistant Town Attorney
Re: Reappointment of Liquor License Authority
Item #: C.6.

Background / Discussion: Teresa Ablao's current term as the appointed Local Licensing Authority under the Colorado Liquor Code is about to expire. On June 10, 2013, the Town adopted a Code Amendment Ordinance revising Chapter 6, Article I to expressly allow for Town Board appointment of an individual learned in the law for purposes of performing the functions previously handled by the Town Board in its capacity as the Local Licensing Authority under the Colorado Liquor Code. Ms. Ablao was appointed to take over all responsibility for local liquor licensing in Windsor in 2013. She has served in this capacity, handling all matters from new licenses to disciplinary actions. The Town Clerk's Office continues to support the Local Licensing Authority at the administrative level, and the Town Attorney's office serves as the Town's advocate as needed.

Ms. Ablao continues to provide the Town with professional and competent service in her capacity as the Liquor Licensing Authority. She regularly provides the Town with status reports, and there have been no issues during her tenure.

The attached documents are for both the re-appointment of Ms. Ablao for another year, and approval of her Professional Services Agreement. The latter is identical to last year's agreement.

Financial Impact: From April 2015 through current, the only additional item added last year was a travel allowance. Since that time, the Liquor Licensing Authority has shown expenses of \$1,391.25. Assuming the docket remains consistent with last year, this falls well under the budgeted amount of \$2,000.00.

Relationship to Strategic Plan: Safe and secure community; strong local retail economy

Recommendation: Adopt the attached Resolution Re-Appointing Teresa Ablao to Serve as the Town of Windsor Local Liquor Licensing Authority Pursuant to the Provisions of the Colorado Liquor Code and Pursuant to Chapter 6, Article I of the Windsor Municipal Code

Attachments:

Resolution No 2016-33 - Re-Appointing Teresa Ablao to Serve as the Town of Windsor Local Liquor Licensing Authority Pursuant to the Provisions of the Colorado Liquor Code and Pursuant to Chapter 6, Article I of the Windsor Municipal Code

Professional Services Agreement

TOWN OF WINDSOR

RESOLUTION NO. 2016-33

A RESOLUTION RE-APPOINTING TERESA ABLAO TO SERVE AS THE TOWN OF WINDSOR LOCAL LIQUOR LICENSING AUTHORITY PURSUANT TO THE PROVISIONS OF THE COLORADO LIQUOR CODE AND PURSUANT TO CHAPTER 6, ARTICLE I OF THE *WINDSOR MUNICIPAL CODE*

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

WHEREAS, during the past year, pursuant to an appointment made in accordance with Title 12, Article 47 of the Colorado Revised Statutes (“Liquor Code”), the duties of the Local Liquor Licensing Authority have been presided over by Teresa Ablao; and

WHEREAS, the Town Board has reviewed the functioning of the Local Licensing Authority under Ms. Ablao’s leadership; and

WHEREAS, the Town Board has concluded that Ms. Ablao has demonstrated a high level of competence and consistency in her service to the Town in this capacity; and

WHEREAS, the Town Board wishes to retain the considerable expertise and experience in liquor licensing, liquor enforcement and liquor procedure demonstrated by Ms. Ablao for the coming year; and

WHEREAS, the Town Attorney has worked closely with Ms. Ablao to arrive at a Professional Services Agreement, a copy of which is attached hereto and incorporated herein by this reference as if set forth fully; and

WHEREAS, the aforesaid Professional Services Agreement provides for the delegation of Local Liquor Licensing Authority functions to Ms. Ablao, and further provides for continuing administrative protocols for the benefit of the community; and

WHEREAS, by the terms of this Resolution, the Town Board desires to re-appoint Ms. Ablao to serve as the Town’s Local Liquor Licensing Authority pursuant to the provisions of the Liquor Code and Chapter 6, Article I of the *Windsor Municipal Code*.

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

1. Pursuant to the provisions of the Liquor Code, Teresa Ablao is hereby re-appointed as the Town of Windsor Local Liquor Licensing Authority for a period of one year from the date of this Resolution.

2. The attached Professional Services Agreement between Ms. Ablao and the Town is hereby approved for a one-year period.

3. The Mayor is hereby authorized to execute the attached Professional Services Agreement on behalf of the Town.

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 9th day of May, 2016.

TOWN OF WINDSOR, COLORADO

By _____
Kristie Melendez, Mayor

ATTEST:

Patti Garcia, Town Clerk

PROFESSIONAL SERVICES AGREEMENT
(Town of Windsor Local Liquor Licensing Authority)

THIS AGREEMENT is made and entered into this ____ day of May, 2016, by and between the TOWN OF WINDSOR, COLORADO, a Colorado home-rule municipality (hereinafter, "Town") and TERESA ABLAO, attorney at law (hereinafter, "Ablao").

WITNESSETH:

WHEREAS, the Colorado Liquor Code, § 12-47-101, *et. seq.*, provides for establishment of a Local Licensing Authority, the function of which is to make all quasi-judicial and administrative determinations pertaining to the issuance, transfer, renewal, suspension and revocation of liquor licenses within a defined area; and

WHEREAS, pursuant to the authority granted under the Colorado Liquor Code, the Windsor Town Board has by Resolution No. 2013-29 appointed Ablao the Local Licensing Authority for Liquor Code administration within the Town's corporate limits; and

WHEREAS, the Town Board has reviewed the past performance of Ablao, and has concluded that Ablao continues to demonstrate the requisite experience, training, education and familiarity with liquor licensing practices and procedures; and

WHEREAS, the Town Board wishes to retain Ablao for the purpose of serving as the Liquor Licensing Authority in all liquor licensing matters under the Colorado Liquor Code; and

WHEREAS, Ablao desires to serve in this capacity, subject to the terms set forth herein.

NOW, THEREFORE, in consideration of the mutual covenants and obligations hereinafter set forth, it is agreed between the parties as follows:

1. Preamble. The parties acknowledge that the recitals set forth above are true and correct, and those recitals are incorporated into the body of this Agreement.
2. Professional Services. Ablao agrees to provide professional services to the Town as the Liquor Licensing Authority in all liquor licensing matters. Such services shall include:
 - (a) Convening regular meetings of the Local Licensing Authority on a schedule established in consultation with the Town Clerk's Office, and such special meetings of the Local Licensing Authority as may be necessary to assure orderly and effective administration of the Local Licensing Authority's duties;

- (b) Working in cooperation with the Town Clerk's Office with respect to administration of liquor licenses within the Town; and
- (c) Reporting to the Town Board on a minimum quarterly basis the activities of the Local Licensing Authority.

Ablao agrees to perform the duties of Local Licensing Authority in a competent and professional manner, and in compliance with applicable Colorado law.

3. Term. This Agreement shall commence upon Ablao's appointment by Resolution of the Town Board and shall continue for one (1) year thereafter unless sooner terminated as provided herein. The Town Board shall annually evaluate Ablao's performance, and this Agreement may be extended for additional one (1) year periods by agreement between the parties, approved by Resolution of the Town Board.
4. Termination. The foregoing time periods notwithstanding, the Town may terminate this Agreement at any time without cause by providing written notice of termination to Ablao. In the event of termination, Ablao shall be paid for services rendered prior to the date of termination subject only to the satisfactory performance of her obligations under this Agreement. Such payment shall be Ablao's sole right and remedy for such termination.
5. Compensation. In consideration of the services to be performed pursuant to this Agreement, the Town agrees to pay Ablao the sum of Seventy-five Dollars (\$75) per hour. The Town agrees to compensate Ablao for up to one hour of actual travel time (up to thirty minutes each way) for each Liquor Authority or Liquor Authority-related meeting convened at Town Hall. Ablao shall bill the Town on a quarterly basis by itemized statements acceptable to the Town.
6. Hearing Room and Support Services. The Town shall provide Ablao hearing room space as needed to administer the Local Licensing Authority processes delegated to Ablao hereunder. The Town Clerk's Office will provide administrative support to the Local Licensing Authority as has customarily been provided to the Town Board in its capacity as Local Licensing Authority. The Town Clerk's Office will timely provide Ablao with all documents and reports filed with or generated by Town staff with respect to the liquor licensing duties delegated to Ablao hereunder, and such information as may requested by Ablao for the discharge of Local Licensing Authority duties delegated hereunder. Ablao shall at her own expense maintain such other office space as she deems necessary to perform the duties of Local Licensing Authority, including a mailing address and communications availability by telephone, facsimile and electronic mail.

7. Independent Contractor. With respect to services performed under this Agreement, Ablao shall be deemed an independent contractor. The Town shall not be responsible for withholding any portion of Ablao's compensation hereunder for the payment of FICA, Workers' Compensation, or other taxes or benefits, or for any other purpose.
8. Personal Services. It is understood that the Town enters into this Agreement based upon the special abilities of Ablao, and that this Agreement shall be considered as an agreement for personal services. Accordingly, Ablao shall neither assign any responsibilities nor delegate any duties arising under this Agreement.
9. Notices. Any notice, request or other communication to either party by the other party concerning the terms and conditions of this Agreement shall be in writing and shall be deemed given only (1) when actually received by the addressees, or (2) when sent postage prepaid by certified United States mail, return receipt requested, addressed as follows:

TOWN:	<i>Copy to:</i>	ABLAO:
Town of Windsor 301 Walnut Street Windsor, CO 80550	Ian D. McCargar, Town Attorney 301 Walnut Street Windsor, CO 80550	Teresa Ablao 2061 Shavano Pl. Loveland, CO 80538

10. Entire Agreement. This Agreement constitutes the entire agreement between the parties concerning the services to be rendered by Ablao to the Town. Neither Ablao nor the Town is bound by any representation not stated in this Agreement.
11. Governing Law. The laws of the State of Colorado shall govern validity, interpretation, performance and enforcement of this Agreement.
12. Binding Effect. The terms of this Agreement shall inure to the benefit of the parties, including their successors and permissible assigns, if any.

IN WITNESS WHEREOF, the undersigned parties have caused this Agreement to be executed on the day and year first written above.

TOWN OF WINDSOR, COLORADO

By: _____
Kristie Melendez, Mayor



Teresa Ablao

ATTEST:

Patti Garcia, Town Clerk



MEMORANDUM

Date: May 9, 2016
To: Mayor and Town Board
Via: Kelly Arnold, Town Manager
From: Eric Lucas, Director of Parks, Recreation & Culture
Re: 15th & Walnut Master Plan
Item #: C.7.

Background/Discussion:

During the 2015 budget process, Town Board requested that staff look into site improvements for Town owned property at 15th & Walnut. This is a 1 acre piece of land that the Town acquired through Parkland Dedication requirements for the Westwood Village Subdivision.

Parks staff commissioned The Birdsall Group (TB Group), to develop a master plan and develop construction drawings for the site. TB Group generated 3 concepts based on the themes discussed with Town Board in October 2015. Themes included an arboretum, community garden and an open area lined with trees.

TB Group presented the 3 concepts to a public meeting on April 5th, 2016. 13 residents participated at the meeting with the strong desire for a tree lined street, open drought hardy grass area with benches adjacent to the street and a walking path within the park. After the meeting the TB Group generated a single concept which was posted on the Town Website for 2 weeks to solicit additional feedback. Residents were notified of the public meetings via the HOA mail distribution, signs on the site and posting on Town Website. The proposed concept was shared with the Parks, Recreation and Culture Advisory Board on May 3, 2016. Several residents also attended the meeting and spoke in favor of the proposed plan. The Advisory Board supports staff's recommendation to approve the proposed site plan.

Tonight, the final Master Plan Design is being presented to Town Board along with master plan level cost estimates for implementation of the plan. While the estimated cost is significantly higher than budgeted it is similar to several of the themes / estimates provided during the budget process. Staff is already working to value engineer the project and would like the opportunity to complete the value engineering and proceed to bid.

Financial impact:

\$100,000 allocated in 2016 Capital Budget

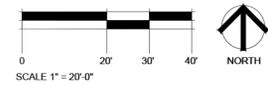
Recommendation:

Staff is seeking direction regarding implementation of the 15th and Walnut Master Plan.

Attachments:

- b. Master Plan Drawing
- c. Engineers Cost Estimates

15th AND WALNUT



15th and Walnut Neighborhood Open Space

Opinion of Probable Costs - Concrete Walks

5/2/2015

Prepared by:



15th and Walnut Neighborhood Open Space ITEM	QUANTITY	UNIT	UNIT COST	EXTENDED COST
General Conditions				
General Conditions / Mobilization @ 5.0%	1	lump sum	\$ 5,762.04	\$ 5,762.04
Insurance / Bonding @ 2.5%	1	lump sum	\$ 2,881.02	\$ 2,881.02
Overhead and Fees @ 7.0%	1	lump sum	\$ 8,066.85	\$ 8,066.85
Earthwork and Grading				
Stripping and Fine Grading	44,660	Sq. Ft.	\$ 0.21	\$ 9,378.60
Soil Amendment (4 CY per 1,000 SF) and Tilling	44,660	Sq. Ft.	\$ 0.16	\$ 7,145.60
5" Depth Concrete Flatwork	3,850	Sq. Ft.	\$ 6.75	\$ 25,987.50
Park Amenities				
Park Bench	3	Each	\$ 1,100.00	\$ 3,300.00
Trash Receptacle	2	Each	\$ 850.00	\$ 1,700.00
Pet Station	1	Each	\$ 650.00	\$ 650.00
Bollard Lighting and Elec System	10	Each	\$ 900.00	\$ 9,000.00
Landscape				
Canopy Tree - 2.5" cal.	10	Each	\$ 450.00	\$ 4,500.00
Evergreen Tree - 8'	8	Each	\$ 450.00	\$ 3,600.00
Ornamental Trees - 2.0" cal.	10	Each	\$ 350.00	\$ 3,500.00
Shrubs - 5 gal.	16	Each	\$ 35.00	\$ 560.00
Perennials - 1 gal.	24	Each	\$ 15.00	\$ 360.00
Turf Grass Seed	36,870	Sq. Ft.	\$ 0.07	\$ 2,580.90
Bermuda Grass Sod	7,790	Sq. Ft.	\$ 0.65	\$ 5,063.50
Steel Edging	60	Ln. Ft.	\$ 1.95	\$ 117.00
Weed Fabric	1,265	Each	\$ 0.18	\$ 227.70
Harvest Brown Mulch	1,265	Sq. Ft.	\$ 0.75	\$ 948.75
Irrigation System	44,660	Sq. Ft.	\$ 0.82	\$ 36,621.20
Design Fees				
Master Planning and Town Approval	1	Lump Sum	\$ 6,900.00	\$ 6,900.00
Construction Documents - Site and Landscape Plans	1	Lump Sum	\$ 4,500.00	\$ 4,500.00
Construction Documents - Irrigation Plans	1	Lump Sum	\$ 1,800.00	\$ 1,800.00
Construction Documents - Electrical Plans	1	Lump Sum	\$ 3,200.00	\$ 3,200.00
Boundary and Topographical Survey	1	Lump Sum	\$ 1,950.00	\$ 1,950.00
CONSTRUCTION SUBTOTAL				\$ 131,950.66
10% CONSTRUCTION CONTINGENCY				\$ 11,524.08
CONSTRUCTION TOTAL				\$ 143,474.73
DESIGN FEES				\$ 18,350.00
PROJECT TOTAL				\$ 161,824.73

Notes:

- 1 - All unit prices include labor, materials and machinery used to properly stock, prepare, install and maintain the work.
- 2 - This is an estimate to be used for budgetary analysis only.
- 3 - Design fees are not included in this estimate.
- 4 - The Birdsall Group, LLC is not held responsible for any discrepancies of actual quantities, fees or construction costs.

15th and Walnut Neighborhood Open Space

Opinion of Probable Costs - Crushed Granite Walks

5/2/2015

Prepared by:



15th and Walnut Neighborhood Open Space ITEM	QUANTITY	UNIT	UNIT COST	EXTENDED COST
General Conditions				
General Conditions / Mobilization @ 5.0%	1	lump sum	\$ 5,114.04	\$ 5,114.04
Insurance / Bonding @ 2.5%	1	lump sum	\$ 2,557.02	\$ 2,557.02
Overhead and Fees @ 7.0%	1	lump sum	\$ 7,159.65	\$ 7,159.65
Earthwork and Grading				
Stripping and Fine Grading	44,660	Sq. Ft.	\$ 0.21	\$ 9,378.60
Soil Amendment (4 CY per 1,000 SF) and Tilling	44,660	Sq. Ft.	\$ 0.16	\$ 7,145.60
5" Depth Concrete Flatwork	300	Sq. Ft.	\$ 6.75	\$ 2,025.00
6" Depth Stabilized Crushed Granite - Tan	3,850	Sq. Ft.	\$ 2.25	\$ 8,662.50
Park Amenities				
Park Bench	3	Each	\$ 1,100.00	\$ 3,300.00
Trash Receptacle	2	Each	\$ 850.00	\$ 1,700.00
Pet Station	1	Each	\$ 650.00	\$ 650.00
Bollard Lighting and Elec System	10	Each	\$ 900.00	\$ 9,000.00
Landscape				
Canopy Tree - 2.5" cal.	10	Each	\$ 450.00	\$ 4,500.00
Evergreen Tree - 8'	8	Each	\$ 450.00	\$ 3,600.00
Ornamental Trees - 2.0" cal.	10	Each	\$ 350.00	\$ 3,500.00
Shrubs - 5 gal.	16	Each	\$ 35.00	\$ 560.00
Perennials - 1 gal.	24	Each	\$ 15.00	\$ 360.00
Turf Grass Seed	36,870	Sq. Ft.	\$ 0.07	\$ 2,580.90
Bermuda Grass Sod	7,790	Sq. Ft.	\$ 0.65	\$ 5,063.50
Steel Edging	1,260	Ln. Ft.	\$ 1.95	\$ 2,457.00
Weed Fabric	1,265	Each	\$ 0.18	\$ 227.70
Harvest Brown Mulch	1,265	Sq. Ft.	\$ 0.75	\$ 948.75
Irrigation System	44,660	Sq. Ft.	\$ 0.82	\$ 36,621.20
Design Fees				
Master Planning and Town Approval	1	Lump Sum	\$ 6,900.00	\$ 6,900.00
Construction Documents - Site and Landscape Plans	1	Lump Sum	\$ 4,500.00	\$ 4,500.00
Construction Documents - Irrigation Plans	1	Lump Sum	\$ 1,800.00	\$ 1,800.00
Construction Documents - Electrical Plans	1	Lump Sum	\$ 3,200.00	\$ 3,200.00
Boundary and Topographical Survey	1	Lump Sum	\$ 1,950.00	\$ 1,950.00
CONSTRUCTION SUBTOTAL				\$ 117,111.46
10% CONSTRUCTION CONTINGENCY				\$ 10,228.08
CONSTRUCTION TOTAL				\$ 127,339.53
DESIGN FEES				\$ 18,350.00
PROJECT TOTAL				\$ 145,689.53

Notes:

- 1 - All unit prices include labor, materials and machinery used to properly stock, prepare, install and maintain the work.
- 2 - This is an estimate to be used for budgetary analysis only.
- 3 - Construction Document Design Fees are an estimate only.
- 4 - The Birdsall Group, LLC is not held responsible for any discrepancies of actual quantities, fees or construction costs.



FUTURE TOWN BOARD MEETINGS

Work Sessions & Regular Meetings will be held in the Board Chambers unless otherwise noted.

May 16, 2016 5:00 p.m.	Town Board Work Session Joint meeting with the Library, Fire and School Districts
May 23, 2016 6:00 p.m.	Town Board Work Session Joint meeting with Planning Commission & Board of Adjustment Review of quasi-judicial actions and Comprehensive Plan next steps
May 23, 2016 7:00 p.m.	Town Board Meeting
May 30, 2016	Fifth Monday & Memorial Day
June 6, 2016 6:00 p.m.	Town Board Work Session Public Town Hall Meeting regarding Strategic Plan
June 13, 2016 5:30 p.m./1 st floor conference room	Board/Manager/Attorney Monthly Meeting Budget Primer Retail Study review
June 13, 2016 7:00 p.m.	Town Board Meeting
June 20, 2016 6:00 p.m.	Town Board Work Session Joint meeting with Planning Commission Oil & Gas Current State of Affairs/Town Responsibilities
June 27, 2016 6:00 p.m.	Town Board Work Session Water Resources
June 27, 2016 7:00 p.m.	Town Board Meeting
July 4, 2016 6:00 p.m.	Town Board Work Session - cancelled
July 11, 2016 5:30 p.m./1 st floor conference room	Board/Manager/Attorney Monthly Meeting
July 11, 2016 7:00 p.m.	Town Board Meeting Kern Board Meeting
July 18, 2016 6:00 p.m.	Town Board Work Session
July 25, 2016	Town Board Work Session

6:00 p.m.

July 25, 2016 Town Board Meeting
7:00 p.m.

Additional Events

May 11, 2016; 4-6:30 p.m.	Northern Colorado Leadership Summit at The Ranch
May 12, 2016; 12-7 p.m.	Strategic Planning
May 13, 2016; 8 a.m. – 2 p.m.	Strategic Planning
May 25, 2016; 9-11 a.m.	CML Spring Outreach Meetings – Loveland; attending – Adams, Bennett
June 21-24, 2016	Colorado Municipal League Annual Conference

Future Work Session Topics

Water Rights Dedication Policy
Broadband discussion – session at CML Annual Conference

			MARCH 2016			
	<u>Previous Month</u>	<u>Previous Month's Year to Date</u>	<u>Current Month</u>	<u>Year To Date</u>	<u>Y.T.D. 2015</u>	
Misdemeanor Complaints						
911 Hang up Calls	40	56	6	62	38	
Animal	27	49	21	70	75	
Arson	0	0	0	0	0	
Assault	3	7	4	11	12	
Assist Other Department	10	14	12	26	30	
Attempted Suicide	1	2	0	2	2	
Checks	0	0	0	0	1	
Child Abuse	0	2	3	5	6	
Citizen Service	73	177	65	242	205	
Civil Complaints	7	20	13	33	25	
Contributing Delinq./ Minor	0	0	0	0	0	
Crime Against At-Risk Adult	0	0	1	1	0	
Criminal Mischief	9	18	11	29	31	
Criminal Trespass Premises	1	2	3	5	11	
Death	1	3	0	3	3	
Drugs	1	2	0	2	7	
DUI's	8	13	4	17	24	
False Burglar Alarm	16	42	21	63	75	
False Imprisonment	0	0	0	0	1	
False Reporting	0	0	2	2	1	
Found Property	10	18	8	26	31	
Harassment	10	25	9	34	28	
Indecent Exposure	0	0	0	0	3	
A. Curfew	0	0	0	0	0	
B. Runaway	4	4	1	5	8	
C. Other	4	7	7	14	13	
Juvenile Problems (total)	8	11	8	19	21	
Liquor Violations	0	0	0	0	0	
Lost Property	4	6	1	7	14	
Menacing	0	1	0	1	2	
MIC / MIP	0	0	0	0	5	
Missing Persons	3	4	0	4	1	
Obstructing Police	0	1	1	2	0	
Obstructing Telephone Service	0	1	1	2	0	
Open door	2	4	4	8	24	
Ordinance Violations	39	92	25	117	87	
Reckless Endangerment	0	0	0	0	0	
Repossession	0	0	0	0	0	
Sexual Assault	2	5	4	9	2	
Sex Offender Violation	0	0	1	1	1	
Soliciting	0	1	0	1	3	
Suspicious Activity	53	100	58	158	126	

			MARCH 2016			
	<u>Previous Month</u>	<u>Previous Month's Year to Date</u>	<u>Current Month</u>	<u>Year To Date</u>	<u>Y.T.D. 2015</u>	
Misdemeanor Complaints Cont'd						
Theft	13	23	14	37	50	
Theft By Receiving	0	0	0	0	0	
Towed - Abandoned	0	1	1	2	2	
Towed - Traffic	13	19	8	27	27	
Towed (Total)	13	20	9	29	32	
Traffic Accidents (total)	42	75	26	101	89	
A. Non-injury/Property damage	36	66	24	90	76	
B. Injury	4	7	1	8	6	
C. Fatal	0	0	0	0	0	
D. DUI Accidents	2	2	1	3	7	
Underage Possession Marijuana	1	2	1	3	7	
Vehicle Laws	167	382	160	542	552	
Violation of Restraining Order	1	4	4	8	12	
Warrants - WPD	2	2	0	2	1	
Warrants - Other Department	5	15	9	24	28	
Warrants (Total)	7	17	9	26	29	
Weapon Violation	0	0	1	1	1	
Felony Complaints						
Armed Robbery	0	0	0	0	2	
Arrests	2	11	8	19	27	
Arson	0	0	0	0	0	
Assault	1	2	1	3	7	
Attempted Burglary	0	0	0	0	0	
Auto Theft	0	2	1	3	1	
Burglary	2	3	2	5	5	
Checks	0	0	0	0	0	
Child abuse	0	0	3	3	0	
Child Neglect	0	0	0	0	0	
Contrib./Delinq. of Minor	0	0	0	0	0	
Criminal Impersonation	0	2	0	2	0	
Criminal Mischief	1	2	2	4	2	
Criminal Trespass - Dwelling	0	0	0	0	1	
Criminal Trespass - Vehicle	1	6	1	7	26	
Drugs	0	0	1	1	3	
Forgery	0	3	0	3	1	
Fraud	2	9	5	14	48	
Homicide	0	0	0	0	0	
Identity Theft	0	2	3	5	20	
Intimidating Witness/Victim	0	0	0	0	0	
Menacing	0	1	0	1	3	
Recovery of Stolen Vehicle (ALL)	0	1	1	2	0	
Robbery	0	0	0	0	0	
Sexual Assault	0	0	0	0	1	
Tampering with Evidence	0	0	0	0	1	
Theft by Receiving	0	0	0	0	0	

			MARCH 2016			
	<u>Previous Month</u>	<u>Previous Month's Year to Date</u>	<u>Current Month</u>	<u>Year To Date</u>	<u>Y.T.D. 2015</u>	
Theft	1	7	2	9	24	
Warrant (Other Department)	1	3	2	5	6	
Weapon Violation	0	0	1	1	0	
Adult Arrest	26	47	26	73	83	
Juvenile Detentions	2	4	4	8	12	
Total Calls for Service	544	1150	519	1669	1592	
A. Criminal	295	645	298	943	930	
B. Non-Criminal	249	505	221	726	662	
Cases Filed (County Penal)	18	29	19	48	52	
County Traffic Citations	46	108	40	148	145	
Municipal Citation	134	308	125	433	444	
A. Traffic	110	258	104	362	395	
B. Ordinances	24	50	21	71	49	
Warnings	328	742	297	1039	804	
Juvenile Filings	2	5	2	7	1	
Parking Tickets	48	89	52	141	134	
Juvenile Notification Forms	13	30	12	42	46	
M-1 Holds	6	7	2	9	22	
Misdemeanor Complaints Cleared by Arrest	26	46	22	68	68	
Monetary Loss Misdemeanor Complaints	\$5,858	\$7,923	\$5,457	\$13,380	\$15,536	
Monetary Recovery Misdemeanor Complaints	\$1,032	\$1,032	\$125	\$1,157	\$521	
Felony Complaints Cleared by Arrest	2	6	8	14	27	
Monetary Loss Felony Complaints	\$2,000	\$128,125	\$50,200	\$178,325	\$54,457	
Monetary Recovery Felony Complaints	\$0	\$49,942	\$42,000	\$91,942	\$10,640	