



TOWN BOARD WORK SESSION

July 15, 2019 - 6:00 PM

1st Floor Conference Room, 301 Walnut Street, Windsor, CO 80550

GOAL of this Work Session is to have the Town Board receive information on topics of Town business from the Town Manager, Town Attorney and Town staff in order to exchange ideas and opinions regarding these topics.

Members of the Public in attendance are asked to be recognized by the Mayor before participating in any discussions of the Town Board

AGENDA

1. Meet The Board - New Employees
2. Northern Integrated Supply Project (NISP) Update
3. Roundabout Budget Impact Update
4. Future Meetings Agenda

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.



MEMORANDUM

Date: July 15, 2019
To: Mayor and Town Board
Via: Shane Hale, Town Manager
From:
Re: Meet The Board - New Employees
Item #: 1.

Background / Discussion:

Last Name	First Name	Title	DOH	Supervisor
Laura	Thiemann	Mgr. On Duty	6/17/2019	Eric Lucas
Willis	Jason	Equipment Operator	5/28/2019	Terry Walker
Axelson	Tyler	Recreation Specialist	5/28/2019	Eric Lucas
McDade	Leroy	Facility Specialist	6/24/2019	Eric Lucas
French	Kimberly	Admin Asst. CS	7/1/2019	Michael Lucero



MEMORANDUM

Date: July 15, 2019
To: Mayor and Town Board
Via: Shane Hale, Town Manager
From: John Thornhill, Water Resource Manager
Re: Northern Integrated Supply Project (NISP) Update
Item #: 2.

Background / Discussion:

Representatives from the Northern Colorado Water Conservancy District will present an update on the NISP project to include budgeting for 2019 and 2020, anticipated milestones, recent and planned mitigation efforts, and the WaterSecure Program.

Financial Impact:

Water rate impacts can potentially increase or decrease depending upon the amount of cash vs finance for 2020 operations. Due to the decrease in interim financing needs, it is expected that the Town can cash fund 2020 operations. Final confirmation will come from the upcoming rate model analysis this fall.

Relationship to Strategic Plan:

Economic sustainability and vibrancy, safety, quality of life and infrastructure

Recommendation:

No Action Required

ATTACHMENTS:

- ▢ Raw Water Development/Annexation Fee Reserve

RAW WATER DEVELOPMENT/ANNEXATION FEE RESERVE			
DATE	REVENUE	EXPENDITURE	DESCRIPTION
			BALANCE
Balance 1/1/19			2,656,030.83
January-18	38,195.50	441,600.00	Louden Water Shares
February-18	605,061.41		
March-18	71,051.50		
April-18	254,630.13	101,100.00	refund 10 acre feet
May-18	856,528.00		
June-18	99,589.00	18,940.00	DR HORTON, FRE Refunds
July-18			
August-18			
September-18			
October-18			
November-18			
December-18			
	1,925,055.54	561,640.00	



MEMORANDUM

Date: July 15, 2019
To: Mayor and Town Board
Via: Shane Hale, Town Manager
From: Dean Moyer, Director of Finance
Re: Roundabout Budget Impact Balance Update
Item #: 3.

Background / Discussion:

Staff updated the Board at the last regular meeting, informing you that the contractor that is constructing the roundabout at New Liberty and 7th St has run into two issues--a soft subgrade and elevation issues with pre-existing pipes. Staff has updated these new costs into the budget, and have also assumed that the subgrade on CR13 will have the same issues (\$85,000), and have also increased the contingency on the CR13 roundabout to 10%, or \$106,330, bringing the new estimate to \$1.17M.

Attached are two spreadsheets showing the account balance in our Road Impact Fee Fund. It includes the spreadsheet presented to the Board in April 2019 as well as the account balance as of June 2019. The June 2019 version contains the most recent cost estimates for the New Liberty roundabouts as mentioned above.

ATTACHMENTS:

- ▢ Road Impact Fee Balance April 2019
- ▢ Road Impact Fee Balance June 2019

ROAD IMPACT FEES - April 2019

DATE	#PER	DESCRIPTION		
Balance 1/1/19			\$5,960,230	\$3,752,941
January-19		Actual Collections	\$496,249	
February-19		Actual Collections	\$808,546	
March-19		Actual Collections	\$355,353	
April through December 2019		Projected Collections Through YE	\$2,092,793	
February-19		INTERWEST CONSULTING	(\$9,821)	
April through December 2019		Crossroads Blvd Extension - 60% Design	(\$275,000)	
		SH 257/EPD Intersection Improvements	(\$600,000)	
		New Liberty/WCR 13 Roundabout	(\$1,002,750)	
		New Liberty/7th Street Roundabout	(\$1,016,925)	
		Harmony Rd/CR13 Traffic Signal share wTimnath	(\$150,000)	
		Street oversizing Harmony Rd between LCR13 & Duncroft	(\$1,600,000)	
Balance 12/31/19			\$5,058,675	
2020		Projected Collections	\$3,918,812	
		Street oversizing Harmony Rd between WCR15 & Duncroft	(\$1,600,000)	
		Street oversizing LCR5@ Ptarmigan 4th	(\$1,800,000)	
		Street oversizing LCR5@ Fossil Creek Ranch	(\$700,000)	
		WCR 13 realignment at Jacoby Rd - ROW Acquisition	(\$123,000)	
Balance 12/31/20			\$4,754,487	
2021		Projected Collections	\$4,021,962	
		SH 392 widening between 17th WCR 13	(\$135,000)	
		Harmony Rd widening WCR15 & SH257	(\$220,000)	
		Crossroads Blvd at WCR 13 intersection Improvements	(\$75,000)	
Balance 12/31/21			\$8,346,449	
2022		Projected Collections	\$4,133,676	
		SH 392 widening between 17th WCR 13	(\$40,000)	
		Harmony Rd widening WCR15 & SH257	(\$450,000)	
		Crossroads Blvd at WCR 13 intersection Improvements	(\$750,000)	
Balance 12/31/22			\$11,240,125	
2023		Projected Collections	\$4,268,926	
		SH 392 widening between 17th WCR 13	(\$1,600,000)	
		Harmony Rd widening WCR15 & SH257	(\$2,700,000)	
Balance 12/31/23			\$11,209,051	
2024		Projected Collections	\$4,392,439	
Balance 12/31/24			\$15,601,490	

Dean Moyer:
To balance to 2019 projected collections of \$3,752,941

ROAD IMPACT FEES - June 2019

DATE	#PER	DESCRIPTION		
Balance 1/1/19			\$5,960,230	\$5,884,096
January-19		Actual Collections	\$496,249	
February-19		Actual Collections	\$808,546	
March-19		Actual Collections	\$355,353	
April-19		Actual Collections	\$390,413	
May-19		Actual Collections	\$519,992	
June-19		Actual Collections	\$371,494	
July through December 2019		Projected Collections Through YE	\$2,942,048	
YTD Expend through June 2019		Actual Expenditures	(\$138,398)	
Ex June through December 2019		Crossroads Blvd Extension - 60% Design	(\$275,000)	
		SH 257/EPD Intersection Improvements	(\$600,000)	
		New Liberty/WCR 13 Roundabout	(\$1,169,630)	
		New Liberty/7th Street Roundabout	(\$1,161,518)	
		Harmony Rd/CR13 Traffic Signal share wTimnath	(\$150,000)	
		Street oversizing Harmony Rd between LCR13 & Duncroft	(\$1,600,000)	
Balance 12/31/19			\$6,749,780	
2020		Projected Collections	\$3,918,812	
		Street oversizing Harmony Rd between WCR15 & Duncroft	(\$1,600,000)	
		Street oversizing LCR5@ Ptarmigan 4th	(\$1,800,000)	
		Street oversizing LCR5@ Fossil Creek Ranch	(\$700,000)	
		WCR 13 realignment at Jacoby Rd - ROW Acquisition	(\$123,000)	
Balance 12/31/20			\$6,445,592	
2021		Projected Collections	\$4,021,962	
		SH 392 widening between 17th WCR 13	(\$135,000)	
		Harmony Rd widening WCR15 & SH257	(\$220,000)	
		Crossroads Blvd at WCR 13 intersection Improvements	(\$75,000)	
Balance 12/31/21			\$10,037,554	
2022		Projected Collections	\$4,133,676	
		SH 392 widening between 17th WCR 13	(\$40,000)	
		Harmony Rd widening WCR15 & SH257	(\$450,000)	
		Crossroads Blvd at WCR 13 intersection Improvements	(\$750,000)	
Balance 12/31/22			\$12,931,230	
2023		Projected Collections	\$4,268,926	
		SH 392 widening between 17th WCR 13	(\$1,600,000)	
		Harmony Rd widening WCR15 & SH257	(\$2,700,000)	
Balance 12/31/23			\$12,900,156	
2024		Projected Collections	\$4,392,439	
Balance 12/31/24			\$17,292,595	

Dean Moyer:
To balance to 2019 projected collections of \$5,884,096



MEMORANDUM

Date: July 15, 2019
To: Mayor and Town Board
Via: Shane Hale, Town Manager
From: Shane Hale, Town Manager
Re: Future Meetings Agenda
Item #: 4.

ATTACHMENTS:

- ▢ Future Meetings Agenda



FUTURE TOWN BOARD MEETINGS

July 22, 2019 5:30 p.m.	Town Board Work Session Preliminary Transportation Master Plan Information – Fehr & Peers Presentation for CIP Budget Discussion Greeley-Evans Transit Presentation
July 22, 2019 7:00 p.m.	Town Board Regular Meeting
July 29, 2019	Fifth Monday – No Meeting
August 5, 2019 6:00 p.m.	Town Board Work Session Senate Bill 181 Discussion
August 12, 2019 5:00 p.m.	Board/Manager/Attorney Monthly Meeting Parks, Recreation and Culture Strategic Plan Update
August 12, 2019 7:00 p.m.	Town Board Regular Meeting
August 19, 2019 6:00 p.m.	Town Board Work Session Follow Up to Regional Transportation Task Force Meeting – Larimer County
August 26, 2019 6:00 p.m.	Town Board Work Session
August 26, 2019 7:00 p.m.	Town Board Regular Meeting
September 2, 2019	Town Board Work Session – Cancelled due to Labor Day
September 9, 2019 5:30 p.m.	Board/Manager/Attorney Monthly Meeting
September 9, 2019 7:00 p.m.	Town Board Regular Meeting Kern Board
September 16, 2019 6:00 p.m.	Town Board Work Session
September 23, 2019 6:00 p.m.	Town Board Work Session
September 23, 2019 7:00 p.m.	Town Board Regular Meeting

Additional Events

July 20, 2019	Coffee with the Mayor, Colorado Cherry Company, Windsor, CO 7:30-9:00 a.m. – attending: Melendez, Rennemeyer, Wilson, Baker, Sislowksi, Bennett
July 23-24, 2019	Youth Leadership Summer Camp, Windsor, CO – attending: Rennemeyer, Sislowksi, Wilson, Bennett, Melendez
August 6, 2019	National Night Out

Future Work Session Topics

- Investment Strategy Discussion
- Land Use Code Update meeting with Planning Commission (next code section in series) – Planning
- Economic development/retail needs at 60,000 population