



STRATEGIC PLANNING FRAMEWORK 2016-18

PERFORMANCE COMMITMENT 1: THOUGHTFUL FRAMEWORK AND SUPPORTIVE INFRASTRUCTURE

>> Initiative: Establish a Water Plan

Action Steps	Target Date/Completion	Owner	Status
Create a standardize communication to Town Board on water related issues and tracking sheet to show progress.	January 2017	Engineering	Completed
<ul style="list-style-type: none"> Report presented to Town Board on 1/9/2017. Water Report is also available online at windsorgov.com/Water 			
Review 2014 Regional Water Treatment study for “Northern Tier” communities; identify partners and schedule feasibility study.	February 2017	Engineering	Completed
<ul style="list-style-type: none"> Windsor, Eaton, Severance, and FCLWD, met with Black & Veatch Engineers on 11/2/16 and 12/6/16 and discussed the scope of a feasibility study (NWCWD no longer part of study). Partners will enter into letter of agreement in February 2017. Partners have a Memorandum of Agreement and Windsor has contract with Black & Veatch for study. 			
Complete a feasibility study on a regional or Windsor water treatment plant. Also, review existing water agreements.	July 2018	Engineering	In Progress
<ul style="list-style-type: none"> Windsor and Black & Veatch Engineers have a contract for engineering. 			
Entertain other initiatives and ideas (our own and others)	Dec. 2018	Engineering	In Progress



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>> Initiative: Traffic & Roadways

	Action Steps	Target Date/ Completion	Owner	Status
	Formulate a scope for a town-wide roadway master plan.	July 2017	Engineering Planning	Completed
	<ul style="list-style-type: none"> Staff worked with Felsburg, Holt & Ullevig to develop the scope and is preparing a contract services agreement for execution upon approval of the 2017 budget. 			
	Create an operations study in conjunction with CDOT for SH 392 east of 7th Street. Talk to CDOT about feasibility of syncing traffic signals on SH 392.	Dec. 2017	Engineering Planning	In Progress
	<ul style="list-style-type: none"> Incorporated historic mill, HWY 392 improvements into the project. Awaiting CDOT to make final determination on East Point. 			
	Complete a town-wide roadway master plan.	Dec. 2018	Engineering Planning	In Progress
	<ul style="list-style-type: none"> Kickoff meeting with Town Board 1/23/2017. Data collection, analysis and traffic counts underway. 			
	Widen SH 392 west of 17th.	Dec. 2018	Engineering Planning	Not Started



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>> *Initiative: Municipal Broadband*

Action Steps	Target Date/ Completion	Owner	Status
Schedule a work session to review the next steps for Windsor.	Nov. 2016	TM's Office IT/Finance	Completed
<ul style="list-style-type: none"> Work Session with Town Board occurred November 14, 2016. 			
Examine the experience other communities have had with SB 152.	Sept. 2016	TM's Office IT/Finance	Completed
<ul style="list-style-type: none"> Staff has spoken with neighboring communities. 			
Complete a study of Windsor's broadband gaps.	May 2017	TM's Office IT/Finance	In Progress
<ul style="list-style-type: none"> Sending out an RFP with the City of Greeley. Will be on Bid Net by April 2017. 			
Concur on Windsor's options.	Jan. 2018	TM's Office IT/Finance	In Progress
<ul style="list-style-type: none"> Working with neighboring communities to determine options available to Windsor. 			
Refer SB 152 question to voters.	Nov. 2018	TM's Office IT/Finance	Not Started



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>> Initiative: Prioritize the future design and development of Crossroads Blvd.

	Action Steps	Target Date/ Completion	Owner	Status
	Review and confirm the Crossroads Blvd. future build out to the west of SH 257.	July 2017	Engineering Planning	In Progress
	<ul style="list-style-type: none"> Review of Raindance plat is initiation of improvements on Crossroads Blvd. Recently acquired donated property west of SH 257 that will in- 			
	Work with property owners and develop a preliminary design between SH 257 and Great Western Drive.	July 2018	Engineering Planning	Not Started
	Develop and support dedication of Crossroads Blvd. right-of-way east of Great Western Drive with Greeley and Weld County.	July 2018	Engineering Planning	Not Started



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PERFORMANCE COMMITMENT 1: THOUGHTFUL FRAMEWORK AND SUPPORTIVE INFRASTRUCTURE

>> Initiative: Establish standards, criteria, etc. for crosswalk markings, signage, and flashing lights.

Action Steps	Target Date/Completion	Owner	Status
Prepare an educational message for both drivers and pedestrians on proper use of crosswalks.	Nov. 2016	Police	In Progress
<ul style="list-style-type: none"> In the process of creating a brochure with the help of the Communications Division. 			
Collect and research existing crosswalk standards available from other federal, state and local jurisdictions. Report findings to Town Board.	July 2017	Engineering Planning	In Progress
<ul style="list-style-type: none"> Work Session schedule for April 3, 2017. TB directed staff to hire a consultant to draft standards 			
Draft standards, based upon input from Town Board, that establish criteria for appropriate locations and crosswalk designs.	Dec. 2017	Engineering Planning	Not Started
Adopt Crosswalk standards.	Jan. 2018	Engineering Planning	Not Started



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PERFORMANCE COMMITMENT 2: PROSPEROUS LOCAL ECONOMY

>> Initiative: Partner with developer to renovate and establish a commercially viable entity at The Mill

Action Steps	Target Date/Completion	Owner	Status
Support the ongoing redevelopment effort of The Mill	Nov. 2016	Economic Dev. Town Manager	In Progress
<ul style="list-style-type: none"> Staff is communicating with the Blue Ocean and their proposed developer on the concept review and administrative site plan timeline. Site plan and building permit are under review. 			
Identify the tools to fund the financing gaps.	Oct. 2017	Economic Dev. Town Manager	In Progress
<ul style="list-style-type: none"> Incentive agreement proposals have been discussed by Town Board and DDA. Agreements are tentatively set for consideration the week of November 28. Mill closing is scheduled for November 30. 			
Collaborate with CDOT, Public Works and Engineering on infrastructure improvements on site.	June 2017	Economic Dev. Town Manager	In Progress
<ul style="list-style-type: none"> In process of discussing options with CDOT. 			
Opening of the Mill	Dec. 2017	Economic Dev. Town Manager	In Progress



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PERFORMANCE COMMITMENT 2: PROSPEROUS LOCAL ECONOMY

>> Initiative: Explore the options for retiring existing debt

	Action Steps	Target Date/ Completion	Owner	Status
	Schedule a work session to discuss refinancing of the Kern and USDA loans.	Sept. 2016	Finance	Completed
	<ul style="list-style-type: none"> Work session occurred November 7, 2016. 			
	Review existing debt options with Town Board in work session.	Jan. 2017	Finance	Completed
	<ul style="list-style-type: none"> Discussed options with Town Board at regular meeting on 1/23/2017. 			
	Develop a policy on debt for future budgets.	August 2017	Finance	Not Started
	<ul style="list-style-type: none"> Plan discussing on policy in August budget meeting. 			



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PERFORMANCE COMMITMENT 2: PROSPEROUS LOCAL ECONOMY

>> Initiative: Reevaluate and compare Windsor’s incentive program with our competitors

	Action Steps	Target Date/ Completion	Owner	Status
	Create and present peer communities incentives comparison to Town Board.	Dec. 2016	Economic Dev. Town Manager	Completed
	<ul style="list-style-type: none"> Town Board discussed incentives on 12/19/2016. 			
	Formally adopt or re-confirm economic development incentive guidelines.	Dec. 2016	Economic Dev. Town Manager	Completed



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PERFORMANCE COMMITMENT 3: DIVERSE, DESIRABLE RECREATION AND CULTURE OPPORTUNITIES

>> Initiative: Establish a viable downtown Farmers Market in Windsor

Action Steps	Target Date/Completion	Owner	Status
Send out bid documents to Farmers Market shelter.	Sept. 2016	PRC Town Clerk	Completed
<ul style="list-style-type: none"> Completed. Structure under contract Feb 2017 			
Determine 2017 Farmers Market budget, including Market Manager.	Oct. 2016	PRC Town Clerk	Completed
<ul style="list-style-type: none"> Completed, budget adopted. 			
Receive bids and inform Town Board.	Nov. 2016	PRC Town Clerk	In Progress
<ul style="list-style-type: none"> Bids received. Staff is Acting as General Contractor. All facets of project under contract with exception of pillar brickwork. Staff will sub out in May 2017 			
Hire Market Manager for 2017 Farmers Market	Dec. 2016	PRC Town Clerk	In Progress
<ul style="list-style-type: none"> Currently advertising for market manager seasonal position. Budgeted position. 			
Construct market and open to the public.	June 2017	PRC Town Clerk	In Progress
<ul style="list-style-type: none"> Demolition completed by staff (March 2017). Grading work underway. Current completion date is June 			



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PERFORMANCE COMMITMENT 4: SAFE, WELL-PLANNED COMMUNITY WITH SPIRIT AND PRIDE

>> Initiative: Review current housing policies and most recent information in order to understand gaps and needs in existing housing options

	Action Steps	Target Date/ Completion	Owner	Status
	Collect and research existing policies, studies and data.	Dec. 2016	Planning	Completed
	<ul style="list-style-type: none"> Staff has completed research on existing housing policies, studies and data. 			
	Analyze existing policies, studies, and data to formulate findings, identify and understand gaps, needs and options.	January 2017	Planning	Completed
	<ul style="list-style-type: none"> Existing housing policies, studies, and data have been analyzed. Housing gaps, needs and options identified. 			
	Prepare analysis and alternative policy changes and present findings to Town Board.	April 2017	Planning	In Progress
	<ul style="list-style-type: none"> Analysis of existing policies and issues, alternative policy changes, and findings under preparation; recommendations identified. 			
	Recommend policy changes for consideration by Town Board.	July 2017	Planning	In Progress
	<ul style="list-style-type: none"> Recommended policy changes under preparation. 			