



TOWN BOARD REGULAR MEETING

October 12, 2020 - 7:00 PM

Town Board Chambers, 301 Walnut Street, Windsor, CO 80550 Zoom Meeting,
Click on the link [https://windsorgov.zoom.us/j/96029271735?](https://windsorgov.zoom.us/j/96029271735?pwd=aXp4SElCbWVhZ1hQUE1nVy90blcrUT0)
pwd=aXp4SElCbWVhZ1hQUE1nVy90blcrUT0 OR join by telephone at (888)
788-0099 or (877) 853-5247 - Webinar ID:960 2927 1735

AGENDA

A. CALL TO ORDER

1. Roll Call
2. Pledge of Allegiance
3. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration
4. Proclamation
 - Proclamation - National Community Planning Month
5. Board Liaison Reports
 - Town Board Member Charpentier - Chamber of Commerce, Clearview Library Board
 - Town Board Member Wilson - Planning Commission, Larimer County Behavioral Health Policy Council
 - Mayor Pro Tem Bennett - Water and Sewer Board, 34, 74 and I-25 Coalition's
 - Town Board Member Cline – Tree Board, Poudre River Trail Corridor Authority, Historic Preservation Commission
 - Town Board Member Tallon - Parks, Recreation and Culture Advisory Board, Great Western Trail Authority
 - Town Board Member Sislowski - Windsor Housing Authority, Windsor Severance Fire District
 - Mayor Rennemeyer - Downtown Development Authority, North Front Range MPO
6. Public 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 September 14, 2020 Regular Town Board Meeting - K. Frawley, Town Clerk
2. Minutes of the September 21, 2020 Town Board Special Meeting - K. Frawley, Town Clerk
3. Minutes of the September 28, 2020 Town Board Regular Meeting - K. Frawley, Town Clerk
4. Report of Bills September 2020
5. Resolution No 2020-77 A Resolution Approving an Intergovernmental Agreement Between the Town of Windsor and The Windsor-Severance Fire Rescue District Regarding Shared

Geographic Information System (GIS) Data and Services, and Authorizing the Town Manager to Execute Same - J. Humphries, Administrative Services Director

C. BOARD ACTION

1. Public Hearing - Conditional Use Grant (CUG) for a Temporary Modular Classroom - Water Valley South 6th Filing Lot 2 - Joe Luethmers, Timberline Windsor Church, Applicant
 - Quasi-judicial action
 - Staff presentation: Carlin Malone, Chief Planner
2. Conditional Use Grant (CUG) for a Temporary Modular Classroom - Water Valley South 6th Filing Lot 2 - Joe Luethmers, Timberline Windsor Church, Applicant
 - Quasi-judicial action
 - Staff presentation: Carlin Malone, Chief Planner
3. Consideration of Resolution 2020-76, A Resolution Approving and Adopting the October 12, 2020 Intergovernmental Agreement between the Town of Windsor and Larimer County with respect to COVID-19 Testing Services
4. Resolution 2020-78 - A Resolution Objecting to Abandonment of Planning Efforts for the "O Street Connection" between U.S. 85 and I-25
 - Legislative action
 - Staff presentation: Scott Ballstadt, Director of Planning

D. COMMUNICATIONS

1. Communications from Town Attorney
2. Communications from Town Staff
3. Communications from Town Manager
 - a. Monthly Board Report
4. Communications from Town Board

E. ADJOURN

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: October 12, 2020
To: Mayor and Town Board
Via: Shane Hale, Town Manager
From: Scott Ballstadt, Director of Planning
Re: Proclamation - National Community Planning Month
Item #: 4. •

ATTACHMENTS:

- Proclamation - National Community Planning Month



PROCLAMATION FOR NATIONAL COMMUNITY PLANNING MONTH

Whereas, change is constant and affects all cities, towns, counties, and other places; and

Whereas, community planning and plans can help manage change in a way that provides better choices for how citizens' work and live; and

Whereas, community planning provides an opportunity for all residents to be meaningfully involved in making choices that determine the future of their community; and

Whereas, the full benefits of planning require public officials and citizens who understand, support and demand excellence in planning and plan implementation; and

Whereas, the month of October is designated as national community planning month throughout the United States of America and its territories; and

Whereas, the celebration of national community planning month provides an opportunity to recognize the participation and dedication of members of planning commissions and other citizens who have contributed their time and expertise to the improvement of their communities;

Now, therefore, the Town of Windsor, Colorado, does hereby proclaim October 2020 as National Community Planning Month in recognition of Windsor's dedication and commitment to community planning.

Dated this 12th day of October, 2020.

Paul Rennemeyer, Mayor



MEMORANDUM

Date: October 12, 2020
To: Mayor and Town Board
Via: Shane Hale, Town Manager
From: Karen Frawley, Town Clerk
Re: Meeting Minutes
Item #: B.1.

ATTACHMENTS:

- ▢ September 14, 2020 Town Board Regular Meeting Minutes



TOWN BOARD REGULAR MEETING

September 14, 2020 - 7:00 PM

Town Board Chambers, 301 Walnut Street, Windsor, CO 80550 Zoom Meeting, Click on the link
<https://windsorgov.zoom.us/j/95591745602> OR join by telephone at (888) 788-0099 or (877) 853-5247 - Webinar ID:955
9174 5602

MINUTES

A. CALL TO ORDER

Mayor Rennemeyer called the meeting to order at 7:09 p.m.

1. Roll call

Mayor Paul Rennemeyer
Mayor Pro Tem Ken Bennett
Scott Charpentier
Barry Wilson
Julie Cline
Victor Tallon
David Sislowksi

Also Present:

Shane Hale, Town Manager
Ian McCargar, Town Attorney
Jessica Humphries, Admin Services Director
Dean Moyer, Director of Finance
Eric Lucas, Director of Public Services
Wade Willis, Open Spaces and Trails Manager
Rick Klimek, Chief of Police
Stacey Miller, Economic Development Director
Scott Ballstadt, Director of Planning
Paul Hornbeck, Senior Planner
Laura Browarny, Culture Supervisor
David Eisenbraun, Senior Planner
McKenzie Payne, Visual Media Coordinator
Karen Frawley, Town Clerk

2. Pledge of Allegiance

Mayor Rennemeyer asked that all rise for the Pledge of Allegiance.

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

Town Board Member Tallon moved to approve the agenda as presented, Town Board Member Sislowksi seconded the motion. Roll call on the vote resulted as follows; Yeas - Bennett, Charpentier, Cline, Rennemeyer, Sislowski, Tallon, Wilson; Motion Passed.

4. Board Liaison Reports

- Town Board Member Charpentier - Chamber of Commerce, Clearview Library Board
Town Board Member Charpentier reported that the Chamber is continuing to collect on all of the delinquent accounts.

Town Board Member Charpentier reported that the Library has been meeting on their strategic plan which was presented to the Board, as well as the remodeling of their existing building.
- Town Board Member Wilson - Planning Commission, Larimer County Behavioral Health Policy Council

Town Board Member Wilson reported that there is no update on the Planning Commission as the last two meetings have been cancelled due to lack of agenda items.

Town Board Member Wilson reported that the Larimer County Behavioral Health Policy Council met for the monthly meeting and will be moving forward with their new facility and scheduling a groundbreaking on December 16th. Town Board Member Wilson provided an update on the 2020 Impact Fund awards recommendations.

- Mayor Pro Tem Bennett - Water and Sewer Board, 34, 74 and I-25 Coalition's

Mayor Pro Tem Bennett reported that the Water and Sewer Board met last Wednesday and celebrated that Larimer County approved the 1041 permit for the NISP project.

Mayor Pro Tem Bennett report that the 34 Coalition won't meeting again until October and will discuss the interchanges at 35th Avenue and 47th Avenue in Greeley at US 34 design.
- Town Board Member Cline – Tree Board, Poudre River Trail Corridor Authority, Historic Preservation Commission

Town Board Member Cline reported that the Tree Board completed the audit of the trees at Chimney Park the end of August. The Tree Board will be having their meeting coming up in the next few weeks.

Town Board Member Cline reported that the Historic Preservation Commission met last week and has prepared some items that are on the agenda this evening.

Town Board Member Cline reported that the Poudre River Trail Corridor Authority had a half day retreat where they discussed the future of the corridor and decided to begin meeting every other week as opposed to monthly. Three subcommittees were established to focus on finding the strategy for the Poudre Trail.
- Town Board Member Tallon - Parks, Recreation and Culture Advisory Board, Great Western Trail Authority

Town Board Member Tallon reported that Park, Recreation, and Culture had a meeting at the first of the month and was unable to attend.

Town Board Member Tallon reported that the Great Western Trail provided financial updates. Construction is still underway and will have the ability to start seeing the trail, and the bridge has been completed.
- Town Board Member Sislowksi - Windsor Housing Authority, Windsor Severance Fire District

Town Board Member Sislowksi reported that the Windsor Severance Fire District had its meeting on September 10th and had a presentation regarding fire impact fees. There is a slight delay in property tax collections due to COVID but still in decent financial condition. There was a presentation on the consideration of forming a dive rescue team. There was a review of an informative material for the upcoming 2020 election to allowing them to degallagherize.
- Mayor Rennemeyer - Downtown Development Authority, North Front Range MPO

Mayor Rennemeyer reported that the Downtown Development Authority met for an informal work session where an alleyway design on the backlots project was discussed.

Mayor Rennemeyer reported that the North Front Range MPO, in addition to the ordinary business, had a CDOT representative named Jamie Grimm provide an update on the status of the CDOT boundary guidebook. Based upon the history and the study of the guidebook, it's a seven-step process described in the State statutes to change TPR boundaries as well as the federal boundaries requirements that pertain to MPOs. Weld County has three MPO's and the County Commissioners would like to look at consolidating to two MPO's by the end of the year.

5. Public Invited to be Heard

Mayor Rennemeyer opened the meeting up for public comment, to which there was none.

B. EXECUTIVE SECTION

1. An Executive Session Pursuant to C.R.S. §24-6-40(4)(b) to Confer with the Town Attorney for the Purposes of Receiving Legal Advice on Specific Legal Questions Concerning Sewer Capacity Issues (Ian McCargar, Town Attorney)

Town Board Member Tallon moved to enter into an Executive Session pursuant to Colorado Revised Statutes 24-6-402(4)(b) to confer with the Town Attorney for the purpose of receiving legal advice on specific legal questions concerning sewer capacity issues., Mayor Pro Tem Bennett seconded the motion. Roll call on the vote resulted as follows; Yeas - Bennett, Charpentier, Cline, Rennemeyer, Sislowski, Tallon, Wilson; Motion Passed.

Upon a motion duly made, the Town Board entered into an Executive Session at 7:31 p.m.

Upon a motion duly made, the Town Board returned to the Regular Meeting at 8:01 p.m.

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

Upon returning to the Regular Meeting, Mayor Rennemeyer advised that if any participants in the Executive Session believed the session contained any substantial discussion of any matters not included in the motion to convene the Executive Session, or believed any improper action occurred during the Session in violation of the Open Meetings Law; such concerns should now be stated. Hearing none, the Regular Meeting resumed at 8:01 p.m.

C. CONSENT CALENDAR

2. Board and Commissions Appointments - K. Frawley, Town Clerk
On September 8 Mayor Rennemeyer and Mayor Pro Tem Bennett conducted various Board and Commissions appointments for vacant seats. The following individuals are being recommended for appointment.

Board of Adjustment/Appeals
James Penfold - Term expiring
September 2024 Stacey Shea - Term
expiring September 2024

Historic Preservation Commission
Cheryl Cordova - Term expiring March
2024 Melanie Starck - Term expiring
March 2023

Parks, Recreation, and Culture - Terms expiring
September 2024 Lainie Peltz
Heidi Hammer

Tree Board
Jason King - Term expiring September 2024

Water and Sewer Board
Carlos Medina - Term expiring March 2025

Windsor Housing Authority
Jake Martin - Term expiring March
2025 Diana Frick - Term expiring
March 2021

3. Minutes of the July 27, August 10, and August 24, 2020 Regular Town Board Meeting - K. Frawley, Town Clerk
4. Report of Bills August 2020

Board Member Cline moved to approve the consent calendar as presented, Mayor Pro Tem Bennett seconded the motion. Roll call on the vote resulted as follows; Yeas - Bennett, Charpentier, Cline, Rennemeyer, Sislowski, Tallon, Wilson; Motion Passed.

D. BOARD ACTION

1. Resolution No. 2020-70 - A Resolution Appointing John D. Root of Lind, Ottenhoff & Root to Serve as Special Litigation Counsel Pursuant to Section 9.1.G of the Windsor Home Rule Charter

The Home Rule Charter authorizes the appointment of Special Counsel upon the recommendation of the Town Attorney or Town Manager. This Resolution appoints John D. Root of Lind, Ottenhoff & Root, LLP, to serve as special litigation counsel with respect to a dispute that has arisen regarding sanitary sewer lift station capacity units.

Mr. Root's qualifications are set forth in his Resume attached.

Appointment of counsel does not compel litigation, but is a sensible step to assure the Town's interests are represented in that arena, should it occur. I am recommending Mr. Root's appointment.

The attached Resolution approves the terms of representation set forth in Mr. Root's engagement letter dated September 9, 2020.

Per Mr. McCargar, the Home Rule Charter allows the Town Board to appoint special council with recommendation of the Town Manager or the Town Attorney. It is recommended that the Board appoint John Root of Lind, Ottenhoff, & Root to serve as special litigation council in a matter involving sanitary sewer lift station credits.

Town Board Member Wilson moved to approve Resolution No. 2020-70., Town Board Member Tallon seconded the motion. Roll call on the vote resulted as follows; Yeas - Bennett, Charpentier, Cline, Rennemeyer, Sislowski, Tallon, Wilson; Motion Passed.

2. Resolution No. 2020-72 - A Resolution Approving and Adopting the Town of Windsor Strategic Plan 2020-2025

In August, staff launched a community engagement campaign to garner input on the 2020-2025 Town Strategic plan, drafted by the Town Board and leadership team. Various opportunities were made available to residents to provide their input and comments. This included the launch of a new online platform, Project Connect, for virtual participation and two in-person sessions in early August.

Participants were asked how the plan could be improved, what was missing, and to indicate their top priority in each Focus Area. Total participation was approximately 100 people. Attached you will find the complete set of raw data and comments from both the virtual and in-person participation.

Overall, participants appreciate what is in the plan and for the most part, agree it is the direction in which the Town should be going. The top priority for a Vibrant Economy is to attract balanced commercial development that will sustain the future of Windsor. For Strategic Growth, the top priority, by a large margin, is to establish community separators and preserve open space. Two top priorities prevailed in Sustainable Infrastructure—adequately maintain and ensure that existing infrastructure keeps up with growth; and establish alternate truck routes to diminish truck traffic on Main Street.

In regards to what was missing or needing improvement, it was mentioned multiple times the need to address affordable housing as well as diversity and inclusion. Staff has composed and added a guiding principle on inclusion and diversity in the Strategic Plan for consideration. Staff is looking for direction on how, if so decided, the Town Board would like to add a goal on affordable housing.

Per Mr. Hale, overall looking at the comments, the public seemed to overwhelmingly think the plan for the most part was the direction the Town should be going and agreed with the priorities. In regards to what is missing or needing improvement, two categories were identified. They were addressing affordable housing and diversity and inclusion. Staff created a statement to address inclusion that would fall under the guiding principles section of the strategic plan. That statement reads, "Windsor promotes a community that is diverse, respectful, and welcoming. We encourage dialogue and provide opportunities for all residents' voices to be heard. We operate programs and services that are fair and equitable. We strive to make our services and community resources accessible and to connect residents with each other and their government in a way that makes them feel valued." Per Mr. Hale, affordable housing was not addressed since the Board has not talked about that issue and didn't want to add goals without the Board's input.

Mayor Rennemeyer stated that he would support affordable housing being in the strategic plan and would support the Board having a work session prior to approving the budget for next year. Mayor Rennemeyer stated that he has had conversations with Mayor Pro Tem Bennett about some alternative, outside of the box methods by which the Town could support affordable housing in this community a little bit different than what we have supported in the past.

Town Board Member Sislowski asked if it was being suggested to use taxpayer dollars to support affordable housing or would it be just organizational support. Mayor Rennemeyer responded that he believes there are alternatives that support affordable housing that do not need taxpayer funds.

Mayor Pro Tem Bennett stated that he thinks it would be healthy to have some brainstorming surrounding some creative ways to support affordable housing. While not in favor of government subsidies, he has looked at what is happening in other communities and is interested to see if we may be able to partner with another community. Mayor Pro Tem Bennett would like a work session to talk about and explore other alternatives.

Town Board Member Wilson stated that this subject has been talked about a lot but the effort has been kind of half-hearted, so we need to either do it or not. If we have a conversation, the Board can make a better determination which direction to go instead of having it listed as something we would like to do.

Town Board Member Bennett stated that he thinks there is an issue but we do not have much data as to the extent affordable housing is in fact an issue in Windsor. Mayor Pro Tem Page 9 of 128

Bennett stated that he thinks that identifying the situation, and look at brainstorming options should all be part of the work session. One of the items included in that would be improving our transportation network.

Mayor Rennemeyer stated that the topic he brought up was suggested by Mr. Lind as an alternative form of affordable housing, which is not under the normal umbrella of traditional. Since this is a comment that was brought up by the public, it is worth the Board's time to at least have a work session where all options can be fully addressed.

Town Board Member Charpentier asked for clarification on what affordable housing criteria is as he is still stumped. He can't think of any affordable housing that can happen without subsidized homes and can't see how to work it.

Town Board Member Charpentier also asked if anyone knew how to qualify for affordable housing. Mr. Hale stated that he believes that everybody defines affordable housing differently and Town Board Member Charpentier is correct in that if you want to be affordable, it is hard to imagine an affordable housing product that wasn't subsidized somehow. Mr. Hale stated that if the Board decided on an option, the board would set the criteria for qualification based on what the Board wants to achieve.

Mayor Pro Tem Bennett stated that a better term to use could be housing affordability because when you use affordable housing, people think of Federal programs where a certain criterion is determined such as a percent of the AMI. Mayor Pro Tem Bennett stated that he was looking at a much broader context and housing affordability would be for a middle-class work force that probably wouldn't even qualify for some of the federal housing programs. A work session would really clarify what it is being talked about, what are some ideas and options. Town Board Member Charpentier stated that it has been mentioned about a down payment assistance and asked if that was for the purchase of a home, and asked if affordable housing typically means apartments or rentals. Town Board Member Charpentier also inquired whether the Board comes up with some sort of affordable housing support, or would the Board come up with some sort of rent or price control so it doesn't go up between owners. Mayor Pro Tem Bennett stated that he has seen that and he has learned that there are all kinds of programs available. Mr. Hale stated that he thinks there are a lot of goals that would not necessarily cost the town a lot of money but in the end the Board gets to make the decision. Mayor Rennemeyer stated that since the community brought this up as a priority of the Town, he is advocating for a work session to discuss it.

Town Board Member Charpentier asked where affordable housing ranked on the plan. Mr. Hale stated that since it was not a category listed on the plan it didn't rank, but was listed as something the plan was missing when the comments came back.

Town Board Member Cline asked what does affordable housing had to do with what is on the floor right now with the resolution and asked for clarification if the resolution was not going to be adopted or will be adopted with this inclusion. Mayor Rennemeyer clarified that this was what Mr. Hale was asking, if we should be amending the strategic plan to include the two items that he said were a majority of the feedback that was received. Mr. Hale stated that the statement for inclusion has been added as a guiding principle and is included in the plan. Mr. Hale stated that the Board's options are to adopt the resolution as is and to agree to have a future work session to talk about affordable housing which could be added to the strategic plan later as an amendment, if decided, or the resolution could be tabled and have a work session first before adopting.

Mayor Pro Tem Bennett stated that he suggests the Board adopt the strategic plan as written with the understanding that there will be a work session to discuss affordable housing. Town Board Member Cline stated that she agrees with Mayor Pro Tem on adopting the strategic plan as written and have a future work session.

Town Board Member Charpentier stated that he believes that there are many people who would not want to see that word put into the strategic plan because they relate subsidized housing as affordable housing which would be low rent housing. Town Board Member Charpentier asked for clarification on putting affordable housing in the strategic plan now and then have a work session. Mr. Hale responded that there are two things themes that came up that the public stated the Town missed the mark on. One was anything to do with inclusion. There were no goals for inclusion, but it did seem to fit nicely with the guided principles, so staff added a draft statement in the strategic plan about inclusion. The other is affordable housing, but because of the board not having a unified voice on the subject, staff did not want to take a stab at any kind of goal. Mr. Hale stated that there is nothing in the adopted plan about affordable housing. Mayor Rennemeyer stated that the plan that is on the floor as per resolution 2020-72, does not have any mention of affordable housing.

Town Board Member Tallon moved to approve Resolution No. 2020-72 as presented., Town Board Member Sislowski seconded the motion. Roll call on the voter resulted as follows; Yeas- Bennett, Charpentier, Cline, Rennemeyer, Sislowski, Tallon, Wilson; Motion Passed.

3. Public Hearing Regarding Designation of the Halfway Homestead as a Local Historic Landmark- Jacoby Farm Subdivision 2nd Filing Tract G - Laura Browarny, Town of Windsor, Applicant

Town Board Member Sislowski moved to open the public hearing, Mayor Pro Tem Bennett seconded the motion. Roll call on the vote resulted as follows; Yeas - Bennett, Charpentier , Cline, Rennemeyer, Sislowski, Tallon, Wilson; Motion Passed.

Ms. Laura Browarny, Culture Supervisor with the Parks, Recreation, and Culture Department, has submitted a nomination on behalf of the Town of Windsor to designate the Halfway Homestead Site as a historic landmark. Located at 33327 Weld County Road 15, the site contains the Halfway House (built 1873) and Dickey Farmhouse (built 1907) farmhouse and has significance for its connection to the Overland Trail. The trail passed very near or may have run directly through the site and the site was used by pioneers traveling across the country, stage coaches carrying US mail stopped at the site, and the area later become part of one of the most prominent farms in the Windsor area.

For additional background information and history please refer to enclosed materials.

Criteria for Designation:

Proposed Landmarks must be at least fifty (50) years old and meet one (1) or more of the criteria for architectural, social, or geographical/environmental significance hereinafter described. A landmark could be exempt from the age standard if it is found to be exceptionally important in other significant criteria.

Architectural

a. Exemplifies specific elements of an architectural style or period.

Staff Comment: N/A

b. Example of the work of an architect or builder who is recognized for expertise nationally statewide, regionally or locally.

Staff Comment: N/A

c. Demonstrates superior craftsmanship or high artistic value.

Staff Comment: N/A

d. Represents an innovation in construction, materials or design.

Staff Comment: N/A

e. Pattern or grouping of elements representing at least one (1) of the above criteria.

Staff Comment: N/A

f. Significant historic remodel.

Staff Comment: N/A

Social

a. Site of historical event that had an effect upon society.

Staff Comment: The site is linked to the Overland Trail and settlement of the west by European-Americans.

b. Exemplifies cultural, political, economic or social heritage of the community.

Staff Comment: The site exemplifies Windsor's cultural, economic and social heritage for its role serving travelers on the Overland Trail and westward expansion and its role as one of the earliest and largest area farms, reflecting Windsor's and agricultural heritage.

c. An association with a notable person or the work of a notable person.

Staff Comment: n/a

Geographic/Environmental

a. Enhances sense of identity of the community.

Staff Comment: The homestead enhances sense of identity in the community due to its ties to early pioneers, early agricultural development of Windsor, and the prominent families who resided there.

b. An established and familiar natural setting or visual feature of the community.

Staff Comment: N/A

The physical integrity of the proposed landmarks will also be evaluated using the following criteria (a property need not meet all of the following criteria):

a. Shows character, interest or value as part of the development, heritage or cultural characteristics of the community, region, State or nation.

Staff Comment: The site is associated with development and heritage of the Windsor community and western United States as outlined in sections above.

b. Retains original design features, materials and/or character.

Staff Comment: n/a

c. Original location or same historic context after having being moved.

Staff Comment: n/a

d. Has been accurately reconstructed or restored based on documentation.

Staff Comment: n/a

Notifications

Notifications for this public hearing and the Historic Preservation Commission public hearing were as follows:

- August 28, 2020 – public notice published on Town website
- June 30, 2020 – sign posted on site
- August 28, 2020 – display ad published in the newspaper

Town Board Cline noted for the record that in her capacity as the Town Board Liaison to the Historic Preservation Commission, that her participation in the Historic Preservation Commission proceedings have no way influenced her or her capacity as a Town Board Member on any topic presented this evening. She will make her decision and cast her vote based solely on the evidence presented at this hearing.

Per Mr. Hornbeck, the Homestead property that contains the halfway house was built in 1873 as well as the Dickey Farmhouse built in 1907. The site is significant due to being the site of a historical event that had an effect upon society and linked to the Overland Trail and the settlement of the West by European Americans. The property does retain its physical integrity to warrant landmark designation. There was a public hearing notification sent out for this hearing as well as the Historic Preservation hearing. At their September 9th meeting, the Historic Preservation Commission forwarded a recommendation of approval to the Town Board of the Halfway Homestead as a local historic landmark.

Town Board Member Sislowksi asked if the local designation is approved, would the Town also want to pursue State recognition or National Landmark designation. Per Ms. Browarny, it is a goal but have to go in the order starting with Local approval and work the way up. This property has been preliminarily declared eligible for national status, but in order to start receiving funding from the State Historic Preservation, they must start at the local level.

Town Board Member Tallon moved to close the public hearing, Board Member Cline seconded the motion. Roll call on the vote resulted as follows; Yeas - Bennett, Charpentier, Cline, Rennemeyer, Sislowksi, Tallon, Wilson; Motion Passed.

4. Ordinance No. 2020-1615 - An Ordinance Designating the Halfway Homestead as a Local Historic Landmark- Jacoby Farm Subdivision 2nd Filing Tract G - Laura Browarny, Town of Windsor, Applicant

Please refer to agenda item D.3 for discussion and recommendation.

Town Board Member Wilson moved to approve Ordinance No. 2020-1615 as presented., Town Board Member Sislowksi seconded the motion. Roll call on the vote resulted as follows; Yeas - Bennett, Charpentier, Cline, Rennemeyer, Sislowksi, Tallon, Wilson; Motion Passed.

5. Public Hearing Regarding Designation of the Dickey Farmhouse as a Local Historic Landmark- Jacoby Farm Subdivision 2nd Filing Tract G - Laura Browarny, Town of Windsor, Applicant

Board Member Cline moved to open the public hearing., Town Board Member Sislowksi seconded the motion. Roll call on the vote resulted as follows; Yeas - Bennett, Charpentier, Cline, Rennemeyer, Sislowksi, Tallon, Wilson; Motion Passed.

Ms. Laura Browarny, Culture Supervisor with the Parks, Recreation, and Culture Department, has submitted a nomination on behalf of the Town of Windsor to designate the Dickey Farmhouse as a historic landmark. Located at 33327 Weld County Road 15, the farmhouse was originally built in 1907 by Robert S. Dickey. For additional background information and history please refer to enclosed materials.

Criteria for Designation:

Proposed Landmarks must be at least fifty (50) years old and meet one (1) or more of the criteria for architectural, social, or geographical/environmental significance hereinafter described. A landmark could be exempt from the age standard if it is found to be exceptionally important in other significant criteria.

Architectural

a. Exemplifies specific elements of an architectural style or period.

Staff Comment: The Farmhouse is unique to Windsor in that it combines elements from many of the popular styles of the time. The house incorporates elements from the common German-Russian four-square house seen in Windsor's early days, Victorian design motifs, and elements of ranch/bungalow styles. The house itself is a one and a half stories, given more prominence to the building but adding little usable space.

b. Example of the work of an architect or builder who is recognized for expertise nationally, statewide, regionally or locally.

Staff Comment: N/A

c. Demonstrates superior craftsmanship or high artistic value.

Staff Comment: The farmhouse demonstrates superior craftsmanship in its combination of styles outlined above. Newspaper articles from the time describe the building as "fine", "pretty", and "modern", indicating superior craftsmanship. The house includes embellished forms of Victorian motifs, with a gingerbread dormer and ornate front porch.

d. Represents an innovation in construction, materials or design.

Staff Comment: N/A

e. Pattern or grouping of elements representing at least one (1) of the above criteria.

Staff Comment: N/A

f. Significant historic remodel. Staff

Comment: N/A

Social

a. Site of historical event that had an effect upon society.

Staff Comment: N/A

b. Exemplifies cultural, political, economic or social heritage of the community. Staff Comment:

The Farmhouse exemplifies Windsor's cultural, economic and social heritage as an agricultural community. The Farmhouse was part of one of the earliest and largest farms in Windsor, known as the Home Farm and was an important gathering place in the community. The farmhouse hosted Chautauqua meetings, held meetings of prominent area businessman, and served as a place for community gatherings and parties.

c. An association with a notable person or the work of a notable person. Staff Comment:

Robert S. Dickey was a prominent member of the Windsor Community. He operated one of the early stores in Windsor, the Weller-Cobbs Merchandise Company, served as president of the Farmers State Bank, director of a church choir, was a farmer operating over 400 acres of land, one of the first teachers in Windsor and later became the Superintendent of Schools.

Jacob Henry Jacoby, Sr. immigrated to Windsor in 1910 with his family. He worked for a time at the Great Western Sugar Company mill in Windsor, as did many other Volga Germans, and the Jacoby family was one of the immigrant families that the Dickey family hired to help them farm their land. Germans from Russia, or Volga Germans, originally came from Germany. During the eighteenth century, Catherine the Great and her grandson, Alexander I, invited Germans to settle rich farm lands along Russia's Volga River. Political turmoil in

Russia at the end of the nineteenth century motivated thousands of Volga Germans to immigrate to the United States, where they settled on the plains of Kansas, Colorado, and the Dakotas.

Geographic/Environmental

a. Enhances sense of identity of the community.

Staff Comment: The Farmhouse enhances sense of identity in the community due to its ties to the early agricultural development of Windsor and the prominent families who resided there.

b. An established and familiar natural setting or visual feature of the community. Staff Comment: N/A

Physical Integrity

The physical integrity of the proposed landmarks will also be evaluated using the following criteria (a property need not meet all of the following criteria):

a. Shows character, interest or value as part of the development, heritage or cultural characteristics of the community, region, State or nation.

Staff Comment: The Farmhouse is directly associated with development and heritage of the Windsor community, as outlined in sections above.

b. Retains original design features, materials and/or character.

Staff Comment: The structure has retained many original design features and materials. Some original materials have been covered; however, removal of non-contributing materials will reveal the original character of the building.

c. Original location or same historic context after having being moved. Staff Comment: The Farmhouse is in its original location.

d. Has been accurately reconstructed or restored based on documentation.

Staff Comment: This section is not applicable at present. Work may be needed to restore the structure and will need to be done following the Secretary of Interiors Standards.

Notifications

Notifications for this public hearing and the Historic Preservation Commission public hearing were as follows:

- August 28, 2020 – public notice published on Town website
- June 30, 2020 – sign posted on site
- August 28, 2020 – display ad published in the newspaper

Per Mr. Hornbeck, this is for the Dickey Farmhouse which is located on the Halfway Homestead site. The Dickey Farmhouse was built in 1907 by Robert S. Dickey. The house incorporates elements from the common German- Russian foursquare house seen in Windsor's early days. The farmhouse was an important gathering place in the community hosting meetings of prominent businessmen as well as a meeting place for gatherings and parties in Windsor's early days. Robert S. Dickey was one of the prominent members of the community, operating one of the first stores in Windsor, President of the Farmer's State Bank, one of the first teachers, and superintendent of the schools in Windsor. There were public hearing notifications for this hearing as required by the code. At their September 9th meeting, the Historic Preservation Commission forwarded a recommendation of approval to the Town Board for the designation of the Dickey Farmhouse as a local historic landmark.

Mayor Pro Tem Bennett moved to close the public hearing., Town Board Member Tallon seconded the motion. Roll call on the vote resulted as follows; Yeas - Bennett, Charpentier, Cline, Rennemeyer, Sislowski, Tallon, Wilson; Motion Passed.

6. Ordinance No. 2020-1616 - An Ordinance Designating the Dickey Farmhouse as a Local Historic Landmark- Jacoby Farm Subdivision 2nd Filing Tract G - Laura Browarny, Town of Windsor, Applicant

Please refer to item D.6 for discussion and recommendation.

Town Board Member Tallon moved to approve Ordinance No. 2020-1616 as presented., Town Board Member Wilson seconded the motion. Roll call on the vote resulted as follows; Yeas - Bennett, Charpentier, Cline, Rennemeyer, Sislowski, Tallon, Wilson; Motion Passed.

7. Ordinance No. 2020-1614 - An Ordinance Designating the Halfway House as a Local Historic Landmark- Jacoby Farm Subdivision 2nd Filing Tract G - Laura Browarny, Town of Windsor, Applicant

Ms. Laura Browarny, Culture Supervisor with the Parks, Recreation, and Culture Department, has submitted a nomination on behalf of the Town of Windsor to designate the Halfway House as a historic landmark. Located at 33327 Weld County Road 15 on what's now known as the Jacoby Farm, the Halfway House was originally built in 1873 by Leonard John Hilton. It's believed to be Windsor's oldest building, built nine years before the town was established. Called the Halfway House due to its location approximately halfway between Greeley and Laporte on the Overland Trail; the Halfway House served as an inn, saloon, and post office in its early years.

For additional background information and history please refer to enclosed materials.

Criteria for Designation:

Proposed Landmarks must be at least fifty (50) years old and meet one (1) or more of the criteria for architectural, social, or geographical/environmental significance hereinafter described. A landmark could be exempt from the age standard if it is found to be exceptionally important in other significant criteria.

Architectural

- a. Exemplifies specific elements of an architectural style or period.

Staff Comment: N/A

- b. Example of the work of an architect or builder who is recognized for expertise nationally statewide, regionally or locally.

Staff Comment: N/A

- c. Demonstrates superior craftsmanship or high artistic value.

Staff Comment: N/A

- d. Represents an innovation in construction, materials or design.

Staff Comment: N/A

- e. Pattern or grouping of elements representing at least one (1) of the above criteria.

Staff Comment: N/A

- f. Significant historic remodel.

Staff Comment: N/A

Social

- a. Site of historical event that had an effect upon society.

Staff Comment: N/A

- b. Exemplifies cultural, political, economic or social heritage of the community.

Staff Comment:

The Halfway House exemplifies the cultural, economic, and social heritage of the community. As the first permanent structure built in what is now Windsor, the building is significant in demonstrating the history of westward expansion and the founding of Windsor. It survived the advent of agriculture in Windsor and housed farmers and their families for years and now serves as a reminder of Windsor's early days.

- c. An association with a notable person or the work of a notable person.

Staff Comment:

The Halfway House is associated with notable families that were critical to the early development of Windsor as an agricultural community. John Hilton was a Civil War veteran who appears to have first arrived in Colorado in 1869 and raised livestock. He was selected Justice of Peace for Weld County in 1871 and built the Halfway House in 1873, seeing the economic potential of serving travelers between Fort Collins and Greeley. He successfully petitioned to open the first post office in the Windsor area at the Halfway House, serving around 30 families in the surrounding area from 1873-1875. Hilton later sold the Halfway House and became a prominent attorney in Fort Collins.

Julius Weller was the first legal owner of the Halfway House, having been granted homesteading rights to the surrounding 160 acres of farmland in 1875. He continued to operate the Halfway House as an inn. His son, 16-year old Fred Weller, opened a mercantile business in 1884 that soon merged with a general store. Early customers included key historic figures Edward Hollister and Governor Benjamin Eaton. After Julius Weller's death in 1889, the Halfway House and farm was left to Fred Weller, who soon traded the farm to his business partner Robert S. Dickey. Fred went on to become a prominent businessman in Windsor and Eaton, Colorado. Fred was one of the petitioners in 1890 to incorporate Windsor as a town, served as a trustee on the first Windsor Town Board, and was the Town Clerk from 1890 to May 1896.

Robert S. Dickey, in addition to being partners with Fred Weller in operating one of the early stores in Windsor, the Weller-Cobbs Merchandise Company, was a farmer, one of the first teachers in Windsor and later became the Superintendent of Schools.

Jacob Henry Jacoby, Sr. immigrated to Windsor in 1910 with his family. He worked for a time at the Great Western Sugar Company mill in Windsor, as did many other Volga Germans, and the Jacoby family was one of the immigrant families that the Dickey family hired to help them farm their land. Germans from Russia, or Volga Germans, originally came from Germany. During the eighteenth century, Catherine the Great and her grandson Alexander I invited Germans to settle rich farmlands along Russia's Volga River. Political turmoil in Russia at the end of the nineteenth century motivated thousands of Volga Germans to immigrate to the United States, where they settled on the plains of Kansas, Colorado, and the Dakotas.

Geographic/Environmental

- a. Enhances sense of identity of the community.

Staff Comment: N/A

- b. An established and familiar natural setting or visual feature of the community.

Staff Comment: N/A

The physical integrity of the proposed landmarks will also be evaluated using the following criteria (a property need not meet all of the following criteria):

- a. Shows character, interest or value as part of the development, heritage or cultural characteristics of the community, region, State or nation.

Staff Comment:

The Halfway House is directly associated with development and heritage of the Windsor community and northern Colorado as outlined in sections above.

- b. Retains original design features, materials and/or character.

Staff Comment: The structure has retained many original design features and materials. Some original materials have been covered; however, removal of non-contributing materials will reveal the original character of the building.

- c. Original location or same historic context after having being moved.

Staff Comment: The Halfway House may have been moved a few hundred feet at some point in its history but it retains its historic context as halfway between Fort Collins and Greeley along the Overland Trail route.

- d. Has been accurately reconstructed or restored based on documentation.

Staff Comment: This section is not applicable at present. Work may be needed to restore the structure and will need to be done following the Secretary of Interiors Standards.

Notifications

Notifications for this public hearing were as follows:

- July 28, 2020 – public notice published on Town website
- June 30, 2020 – sign posted on site
- July 31, 2020 – display ad published in the newspaper

Per Mr. Hornbeck, this is the second reading of the designation ordinance. There are no changes from the first reading of the ordinance. The Halfway House was originally built in 1873 and served travelers on the Overland Trail route between Greeley and Fort Collins as an Inn, Salon, and Post Office.

Mayor Rennemeyer opened the meeting up for public comment, to which there was none.

Town Board Member Tallon moved to approve Ordinance No. 2020-1614 as presented., Town Board Member Wilson seconded the motion. Roll call on the vote resulted as follows; Yeas - Bennett, Charpentier, Cline, Rennemeyer, Sislowski, Tallon, Wilson; Motion Passed.

E. COMMUNICATIONS

- 1. Communications from Town Attorney

Per Mr. McCargar, reminded the Board that when making a motion to enter into an executive session, the entirety of the executive session title needs to be read.

- 2. Communications from Town Staff

Per Mrs. Humphries, a conditional offer for the IT Manager has been extended and upon passing everything, they will start on the 28th. Mrs. Humphries provided an update on all the new enhancements with the TV station including a new Roku and Apple TV application to stream all of the Board Meetings as well as a livestream of all events.

Ms. Miller provided an update on the grants and programs on which the Economic Development staff are working. Staff is pushing out the Mini-marketing Grant Program round two, as well as Energize Colorado Grant, and the Weld Recovery grant program. There are currently thirty-seven applicants for the second round of the Mini-marketing grants. Of the \$25,000 invested in the Larimer County Partners Fund, there are three applicants that have taken advantage of \$60,000 in loans from the Larimer County fund. There have been a few applicants taking advantage of the Upstate Recovery fund and anticipate a weekly update from that office starting next week.

Per Mr. Moyer, in the packet is the July financial report and overall is basically good news on the revenue. The three major tax collections are clearing the six-month benchmark, the construction use tax took a sharp rise in July. The revenue hit the Town took was not quite as bad as originally thought. Mayor Rennemeyer asked when the August report would be ready, Mr. Moyer stated that it would be safe to say at the next meeting.

Mr. Lucas thanked the board for the support of the Kodak dedication.

- a. Finance Report July 2020

- 3. Communications from Town Manager

Per Mr. Hale, with the adoption of the new strategic plan, there will be a new Envisio report beginning next meeting.

- a. Monthly Envisio Report

- 4. Communications from Town Board

Town Board Sislowski asked if there was anything in place for the colder weather hits for restaurants and COVID restrictions. Mr. Hale responded that the State is encouraging local governments to do what we can to facilitate outdoor seating in

effort to continue social distancing. There are plans to set a meeting with Economic Development, Planning, the Downtown Development Authority, and possibly a CDOT rep to see what can the Town do.

Mayor Rennemeyer stated that Mr. Hale and himself had a graduation for Water Literate Leaders, a nine- month class.

F. EXECUTIVE SESSION

1. An Executive Session Pursuant to C.R.S. §24-6-402 (4)(e)(I) for the Purpose of Determining Positions Relative to Matters that may be Subject to Negotiations; Developing Strategy for Negotiations; and Instructing Negotiators with Respect to Future Legends Sports Park. (Shane Hale, Town Manager; Ian McCargar, Town Attorney)

Motion Passed.

2. An Executive Session Pursuant to C.R.S. §24-6-402 (4)(e)(I) for the Purpose of Determining Positions Relative to Matters that may be Subject to Negotiations; Developing Strategy for Negotiations; and Instructing Negotiators with Respect to Conservation Easements. (Eric Lucas, Public Services Director; Shane Hale, Town Manager)

Town Board Member Sislowksi moved to enter into an Executive Session pursuant to Colorado Revised Statutes 24-6-402(4)(e)(I) for the purpose of determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators with respect to Future Legends Sports Park and enter into an Executive Session pursuant to Colorado Revised Statutes 24-6-402(4)(e)(I) for the purpose of determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators with respect to conservation easements., Mayor Pro Tem Bennett seconded the motion. Roll call on the vote resulted as follows; Yeas - Bennett, Charpentier, Cline, Rennemeyer, Sislowksi, Tallon, Wilson; Motion Passed.

Upon a motion duly made, the Town Board entered into an Executive

Session at 9:08 p.m. Upon a motion duly made, the Town Board returned

to the Regular Meeting at 10:04 p.m. The Executive Session was closed

and the Town Board returned to the Regular Meeting.

Upon returning to the Regular Meeting, Mayor Rennemeyer advised that if any participants in the Executive Session believed the session contained any substantial discussion of any matters not included in the motion to convene the Executive Session, or believed any improper action occurred during the Session in violation of the Open Meetings Law; such concerns should now be stated. Hearing none, the Regular Meeting resumed at 10:04 p.m.

G. ADJOURN

Town Board Member Sislowksi moved to Motion, Town Board Member Tallon seconded the motion. Roll call on the vote resulted as follows; Yeas - Bennett, Charpentier , Cline, Rennemeyer, Sislowksi, Tallon, Wilson; Motion Passed.

Upon a motion duly made, the meeting was adjourned at 10:04 p.m.

Karen Frawley, Town Clerk



MEMORANDUM

Date: October 12, 2020

To: Mayor and Town Board

Via: Shane Hale, Town Manager

From:

Re:

Item #: B.2.

ATTACHMENTS:

- 09.21.2020 Town Board Special Meeting Minutes



TOWN BOARD SPECIAL MEETING

September 21, 2020 - 5:30 PM

Town Board Chambers, 301 Walnut Street, Windsor, CO 80550 Zoom Meeting, Click on the link <https://windsorgov.zoom.us/j/98329452932> OR join by telephone at (888) 788-0099 or (877) 853-5247 - Webinar ID:983 2945 2932

MINUTES

A. CALL TO ORDER

Mayor Rennemeyer called the meeting to order at 5:37 p.m.

1. Roll call

Mayor Paul Rennemeyer
Mayor Pro Tem Ken Bennett
Scott Charpentier
Barry Wilson
Julie Cline
Victor Tallon
David Sislowski

Also Present:

Shane Hale, Town Manager
Ian McCargar, Town Attorney
Jessica Humphries, Administrative Services Director
Stacy Miller, Economic Development Director
Omar Herrera, Engineering Manager
John Thornhill, Community Development Director
Scott Ballstadt, Planning Director
Rick Klimek, Chief of Police
Dean Moyer, Finance Director
Tara Fotsch, Deputy Director of PRC
McKenzie Paine, Visual Media Coordinator

B. BOARD DISCUSSION ITEMS

1. Retail Redirect from Katy Press - S. Miller, Economic Development Director

In early 2020 Economic Development engaged Katy Press from KP Consulting & Associates for the final piece to our retail strategic plan.

The portion of the plan includes the Opportunity Area Visioning Process – Working with the study materials (Ricker Cunningham & KP analysis) from the five (5) target areas, KP Consulting & Associates shall define and implement a process to provide land use and development / redevelopment vision for each of the five (5) target areas in Windsor.

Since the initial study began, two new retail areas developed in Windsor. The new sports park project started at Diamond Valley and Great Western Industrial Park converted some land from residential to commercial on the south east corner of Hwy 257 and Eastman Park Drive. The consultant and working team decided to focus on this new area first because of how quickly this area was going to develop. The working team was made up of members from economic development, planning and engineering. It also included outreach and engagement from Town

elected officials and property owners/stakeholders.

The pandemic has presented a pivot point in retailing that requires us to re-evaluate our retailing goals in Windsor. The future of retail is certainly going to be called into question for restaurants, leisure, and even needs based retail. There was already disruption in retailing from the cultural changes of consumers to the expansion of alternative shopping avenues. The outfall from the pandemic shutdowns are deepening, widening with an acceleration of those disruptions. With the added stress placed on retail, we need to be timelier than our previous approach allowed.

Per Ms. Miller, Katy Press will give an update on the new focus since the COVID crisis. Ms. Press has been our retail consultant since 2011 and has been an intricate part of Economic Development when it comes to attracting retail development to Windsor. There was a specific plan to identify specific retail and commercial areas throughout Windsor and identify what could happen in the area to move forward with attracting retail to the area. Things have shifted and now Ms. Press is looking at what best fits in particular commercial areas and then help chase retail.

Per Ms. Press, new program is trying to accelerate regrowth and development given all the impacts that came along with COVID. We are now in a situation where we need to move a little more quickly than we were before. In an effort to compress and move along faster, the scope with the Town has been modified by looking at retail both during and a post-COVID world. Reliance of the scope includes a review of specific opportunity matches capable of supporting retail development. This is going to be done with each of the retail nodes that were identified in previous work. It is important to understand of these sites, what is our capacity and target areas. All of the work will direct staff to reach out to retail matches by opportunity area and initiate recruitment efforts to bring those matches to the Town of Windsor. Ms. Press stated that the important first step will be to come back to the Town Board and spend some time bringing everyone up to speed on what is happening with the retailing, how each of the sectors have been affected in pre, during, and post-COVID era, and giving an educational basis for when recruitment begins.

Mayor Rennemeyer asked when we could expect to have another meeting with Ms. Press and where to go from here. Ms. Miller responded that if the Board is okay with moving forward with this approach, staff will schedule something either on another study session or meeting.

Town Board Member Sislowski asked for clarification on her comment during the presentation about the stakeholders being somewhat of a hold up in the prior approach and wanted to know if it is important to include the stakeholders in the process and asked for clarification as to who, generally speaking, the non-responsive stakeholders were. Ms. Press stated that prior to COVID, there was a very robust economy that allowed a lot of people to ignore some of the fractures that were existing within retailing. Town Board Member Sislowski asked whether restaurants will be part of the target still in priority. Ms. Press responded that every community needs to have some breadth of restaurant offerings. Restaurants fit into very distinctive categories, each of those have specific characteristics and not every site is going to work from a restaurant perspective.

Town Board Member Cline stated since she was new to the board and requested Ms. Press to give a little bit of her background. Ms. Press stated she has been in the retailing industry for thirty- seven years.

2. Tanko Lighting Ownership and Audit - S. Hale, Town Manager

Per Mr. Hale, earlier this year the Town engaged Tanko Lighting to do a feasibility study and take a look at the infrastructure owned by Xcel and Poudre Valley REA to give a sense on whether or not it would be financially beneficial to the Town to acquire that infrastructure from Xcel and Poudre Valley REA.

Per Alex Wurzel, Senior Energy Advisor, Tanko Streetlighting has specialized in helping municipalities to acquire street light assets from private utilities. This is something that has

become more prevalent as municipalities attempt to cut budgets. The purpose of the feasibility study was designed to determine the cost-effectiveness of seeking ownership of streetlight system from the utilities, converting remaining streetlight fixtures to LED, and maintaining streetlighting system over time. Municipalities in Colorado have been looking into streetlight ownership the past three to five years. When looking at the types of assets set to acquire, there are two primary types, a stand-alone streetlight pole and a distribution light. Regarding the stand-alone streetlight pole, the Town would purchase everything from the concrete base up and the utility company would retain everything below the ground. Regarding the distribution light, the Town would only purchase the arm and the light that is attached to the distribution light pole and everything else would remain the responsibility of the utility company.

After much internal discussion, the Board made the decision to look further into this project at a future work session when discussing other capital projects.

3. 7th Street Bridge Crossing - O. Herrera, Engineering Manager

The Poudre Tech Metro District and Raindance Metro District would like to partner with the Town of Windsor to design, construct and maintain a focal point bridge crossing over 7th Street between New Liberty Rd. and Crossroads Blvd.

The overarching goal of the bridge crossing is to expand trail connectivity to Windsor residents and to provide a safe shared-use crossing for pedestrians, cyclists, and golf carts.

This presentation will go over the following:

- Overview of the Project Concept
- Safety and Trail Connectivity
- Funding of the Project
- Benefits of the Project

Per Mr. Herrera, the main goal of the 7th Street Bridge Crossing project is to create a safe shared-use crossing across 7th Street and to expand trail connectivity to Windsor Residents.

Per Garrett Scallon, Chief Operating Officer with Water Valley Land Company, there are a lot of well-developed trails and sidewalk structures but we have had a hard time connecting all of them together. They are trying to develop connectors so that people can safely cross connector streets. It is believed that this bridge will be the artery that is going to connect everything and allow for future expansion to take place. The current proposal is for a twelve-foot-wide bridge to allow for golf cart connectivity as well as bikers and pedestrians, and truly allowing enough space for people to cross.

Per Mr. Herrera, the project funding is a cost-sharing approach set at \$2.1 million which would include design, construction, and maintenance cost. The Town of Windsor's share would be \$700,000. 7th Street is a minor arterial roadway with around six-thousand vehicles a day traveling at forty-five miles per hour.

After much internal discussion, the Board made the decision to look further into this project at a future work session when discussing other capital projects.

4. Future Meetings Agenda

C. EXECUTIVE SESSION

Town Board Member Sislowski moved to enter into an Executive Session pursuant to C.R.S. §24-6-402 (4)(b) to confer with the Town Attorney for the purposes of receiving legal advice on specific legal questions concerning the exercise of SB 181 powers in relation to oil and gas activity in a particular context, Town Board Member Tallon seconded the motion. Roll Call on the vote resulted as follows; Yeas- Bennett, Charpentier, Cline, Rennemeyer, Sislowski, Tallon, Wilson; Motion Passed.

Upon a motion duly made, the Town Board entered into an Executive Session at 8:04 p.m.

Upon a motion duly made, the Town Board returned to the Special Meeting at 8:31 p.m.

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

Upon returning to the Regular Meeting, Mayor Rennemeyer advised that if any participants in the Executive Session believed the session contained any substantial discussion of any matters not included in the motion to convene the Executive Session, or believed any improper action occurred during the Session in violation of the Open Meetings Law; such concerns should now be stated. Hearing none, the Special Meeting resumed at 8:31 p.m.

D. ADJOURN

Upon a motion duly made, the Town Board adjourned at 8:31 p.m.

Town Board Member Charpentier moved to adjourn, Town Board Member Wilson seconded the motion. Roll Call on the vote resulted as follows; Yeas - Bennett, Charpentier, Cline, Rennemeyer, Sislowski, Tallon, Wilson; Motion Passed.

Karen Frawley, Town Clerk



MEMORANDUM

Date: October 12, 2020
To: Mayor and Town Board
Via: Shane Hale, Town Manager
From: Karen Frawley, Town Clerk
Re: Meeting Minutes
Item #: B.3.

ATTACHMENTS:

- September 28, 2020 Town Board Special Meeting Minutes



TOWN BOARD REGULAR MEETING

September 28, 2020 - 7:00 PM

Town Board Chambers, 301 Walnut Street, Windsor, CO 80550 Zoom Meeting, Click on the link <https://windsorgov.zoom.us/j/96166464327> OR join by telephone at (888) 788-0099 or (877) 853-5247 - Webinar ID:961 6646 4327

MINUTES

A. CALL TO ORDER

Mayor Rennemeyer called the meeting to order at 7:00 p.m.

1. Roll call

Mayor Paul Rennemeyer
Mayor Pro Tem Ken Bennett
Scott Charpentier
Barry Wilson
Julie Cline
Victor Tallon
David Sislowski

Also Present:

Shane Hale, Town Manager
Ian McCargar, Town Attorney
Jessica Humphries, Admin Services Director
Dean Moyer, Director of Finance
Eric Lucas, Director of Public Services
Leif Lesoing, Water Resource Admin
Terry Walker, Public Works Director
Stacy Miller, Economic Development Director
Scott Ballstadt, Director of Planning
Paul Hornbeck, Senior Planner
Laura Browarny, Culture Supervisor
John Thornhill, Community Development Director
Tara Fotsch, Deputy Director of PRC
McKenzie Payne, Visual Media Coordinator
Karen Frawley, Town Clerk

2. Pledge of Allegiance

Mayor Rennemeyer asked that all rise for the Pledge of Allegiance.

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

Town Board Member Sislowski moved to approve the agenda as presented, Town Board Member Tallon seconded the motion. Roll call on the vote resulted as follows; Yeas - Bennett, Charpentier, Cline, Rennemeyer, Sislowski, Tallon, Wilson; Motion Passed.

4. Proclamation

- Terry Walker Day

Mayor Rennemeyer read the Terry Walker Day Proclamation.

5. Board Liaison Reports

- Town Board Member Charpentier - Chamber of Commerce, Clearview Library Board

Town Board Member Charpentier reported that the Clearview Library Board, there was a meeting last week. The board is working hard on the renovation options, budget, and forecast.

Town Board Member Charpentier reported that there is no update for the Chamber of Commerce as there has not been a meeting since the last Town Board meeting.

- Town Board Member Wilson - Planning Commission, Larimer County Behavioral Health Policy Council

Town Board Member Wilson reported that there is no new update this week as neither board has met since the last Board meeting.

- Mayor Pro Tem Bennett - Water and Sewer Board, 34, 74 and I-25 Coalition's

Mayor Pro Tem Bennett reported that there is no update on the Water and Sewer Board as they have not met since the last Town Board meeting.

Mayor Pro Tem Bennett reported that the 34 Coalition has a meeting this Thursday before the MPO group meeting.

- Town Board Member Cline – Tree Board, Poudre River Trail Corridor Authority, Historic Preservation Commission

Town Board Member Cline reported that there is no update with the Historical Preservation Commission as there has not been a meeting since the last Town Board Meeting.

Town Board Member Cline reported that the Tree Board met last week at Main Park. The Poster Contest winners from last year has not been awarded yet. They are hoping to award the winner in the next month. There were discussions on ways to show the submitted artwork in the community. The board is currently working on the theme for next year's poster contest.

Town Board Member Cline reported that the Poudre River Trail Corridor Authority has started meeting every other week. Three subcommittees have been formed to determine future plans and where to go. The board is in the process of getting new members to serve on the authority; there is an at-large position open for the City of Greeley and one for the Town of Windsor.

- Town Board Member Tallon - Parks, Recreation and Culture Advisory Board, Great Western Trail Authority

Town Board Member Tallon reported that there are no updates for the Parks, Recreation, and Culture board as they have not met since the last Town Board Meeting.

Town Board Member Tallon reported that the Great Western Trail Authority will be meeting on Thursday.

- Town Board Member Sislowski - Windsor Housing Authority, Windsor Severance Fire District

Town Board Member Sislowski reported that there are no updates with the Windsor Severance Fire District as they have not met since the last Town Board meeting.

Town Board Member Sislowski reported that the Windsor Housing Authority met on September 15th and had some discussion around private activity bonds. They did bring on a full-time maintenance worker for the three facilities. New business discussed included the 2021 budget, because of adding the facility maintenance worker and despite a slight reduction of administrative staff, they are still proposing a twenty-dollar increase per unit on various rents.

- Mayor Rennemeyer - Downtown Development Authority, North Front Range MPO

Mayor Rennemeyer reported that there are no updates with the North Front Range MPO as they have not had a meeting since the last Town Board meeting.

Mayor Rennemeyer reported that the Downtown Development Authority has had several projects going on. The 4th Street property has been shown to several different entities that may be interested in it. 512 Ash property is waiting on one permit to come back; the money has already been approved by the DDA board to demolish the building. For the Backlots project, the DDA is seeking out a new developer and currently in talks with a couple of different developers about developing that project. The DDA discussed the wayfinding signage study, and covered the strategic planning session with topics including the budget and plans for the future.

6. Public Invited to be Heard

Mayor Rennemeyer opened the meeting up for public comment, to which there was none.

B. CONSENT CALENDAR

1. Water and Sewer Board Appointment - K. Frawley, Town Clerk

On September 21, Mayor Rennemeyer and Mayor Pro Tem Bennett conducted an interview for a Water and Sewer Board vacant seat. Gale McGaha Miller is being recommended for appointment to fill the vacancy with a term expiring March 2022.

2. Minutes of the July 17, 2020 Special Town Board Meeting - J. Humphries, Administrative Services Director

Town Board Member Tallon moved to approve the consent calendar as presented, Town Board Member Wilson seconded the motion. Roll call on the vote resulted as follows; Yeas - Bennett, Charpentier, Cline, Rennemeyer, Sislowski, Tallon, Wilson; Motion Passed.

C. BOARD ACTION

1. Cattle Baron's Ball - Short Form Grant Request

Cattle Baron's Ball is the signature gala for the American Cancer Society in the Rocky Mountain West. This year's hosts were Jim and Kirsten Humphrey of Windsor, and the chairs are Gene and Julie Haffner of Windsor. Due to COVID-19, the event was virtual this year. In 2020, donations to the American Cancer Society are down over 25%.

A community sponsor is \$5,000, a table sponsor is \$1,000, or a package of any type can be designed. 100% of funds will be used for research, as well as early detection and prevention. In 2019, the Town of Windsor contributed \$6,000.

Per Mr. Hale, this year the request is for \$5,000 per the grant request form. Last year, the Town was both a Community Sponsor at \$5,000.00 as well as a table Sponsor at \$1,000.00 for a total donation of \$6,000.00. This year the Town Board has budgeted \$130,000.00 for outside agency funding which represents one and a half percent of property tax, and has spent \$0.00 this year. This is the first request of the year coming before the Town Board.

Town Board Member Sislowski stated that a number of the Board were fortunate enough to attend the Cattle Baron's Ball last year and was quite an event. If memory serves, they raised one million dollars at that event last year. Town Board Member Sislowski stated that he fully supports the board contributing to this effort and perhaps increasing or matching the contribution from last year on the basis of helping them.

Town Board Member Charpentier asked why the Board selects them to donate to? Mr. Hale responded that we really didn't pick them. The Town has a short form that any Windsor non-profit can request money from the Town. Last year, they had requested and were hosting the Cattle Baron's Ball in Windsor which had not been done in quite a few years. At that time, the Board decided to sponsor a table as well as being a community sponsor. Historically, the Town has sponsored or contributed to other non-profits in Town every year. This year being so different, there has not been the interest like in the past. Mayor Rennemeyer added that since last year's event was hosted in Windsor, it was the Mayor's decision at that time to contribute to them. Mayor Rennemeyer stated that the event has already happened, but the request came in last week because of the significant reduction of contributions this year versus last year. Mr. Hale stated that by the time the request came in, there was not time to get it in front of the Board before the event and let them know when it could go before the board.

Town Board Member Wilson stated that it seemed like last year there were more requests but due to COVID believes that a lot of groups have not held their normal events. As a result, the Board has not spent money that has been budgeted and is on board with what Town Board Member Sislowski suggested.

Town Board Member Cline asked if there is a fund for grants already in the 2020 budget. Mr. Hale responded that there is a line under the Town Board budget called outside agency funding and is based on one and a half percent of property taxes Town wide.

Town Board Member Charpentier asked what happens if we do not use all of the money, does it roll over. Mr. Hale responded that it will roll into next year's budget and will increase the beginning fund balance for next year.

Town Board Member Tallon stated that he thinks that it is a no brainer and we should do it. Mayor Rennemeyer added that the whole event is centered around the American Cancer Society and using this event to raise funds for it. Mr. Hale stated that he believes our event is one of the highest fundraising events in the Nation for the American Cancer Society.

Town Board Member Sislowski moved to for the Town's donation to the American Cancer Society via the Cattle Baron's Ball to a total of \$6,000.00, Town Board Member Tallon seconded the motion. Roll call on the vote resulted as follows; Yeas - Bennett, Charpentier, Cline, Rennemeyer, Sislowski, Tallon, Wilson; Motion Passed.

2. Resolution No. 2020-73 - A Resolution Adopting the Town of Windsor Compensation Project Methodology Report August 2020 and Town of Windsor Police Step Plan Update Methodology Report August 2020 Prepared by Compensation Studio, LLC.

The Town of Windsor engaged Compensation Studio at the beginning of the year to update our full-time police department step plans and to develop a part-time pay plan. The effort began in January, taking a hiatus March through mid-July given the uncertainty with COVID-19 and the economy.

As presented to the Board by Candy Johnson, this is a rigorous process that includes job matching, external and internal equity considerations, constant vetting by many levels of leadership and management in the organization, that conforms with our compensation philosophies and our ability to pay in both the short and the long term. It's not a perfect science,

but it is a consistently applied best-practice process that results in salary data that can be relied upon to make sound decisions.

Per Mr. Hale, the total financial impact in this recommendation for 2021 will be \$446,420.00. Broken down, it includes a little over \$288,000.00 to update the step plan for the Police Department, \$83,600.00 to implement the exempt employee portion of the plan, \$43,500.00 to implement the non-exempt portion of the plan, and \$30,500 to implement the part-time portion of the plan. The staff recommendation is to adopt Resolution Number 2020-73, and noted that approval of this resolution does not spend any money, only adopts the plan. The numbers will be presented to the Board and be included in the 2021 budget.

Mayor Pro Tem Bennett asked if the \$446,000.00 includes benefits, Mr. Hale responded that it does not include benefits and is only the cost to implement which would be the salary plus payroll taxes.

Town Board Member Cline wanted to confirm that what the Board is saying by approving the resolution, is that they agree with the plan and the methodology. Mr. Hale stated that adopting the plan does not expend any money, that will happen when the Board adopts the budget. Town Board Member Cline asked if this was just a guideline for the plan. Mr. Hale responded that the \$446,000.00 would be reflected in the operational budget, so when seeing the numbers for salary or personnel, this will be included and built into the budget. Adopting this resolution does not mean that the Board will fully fund the plan, it would be adopting the updated plan as presented. Town Board Member Cline stated that recalling the presentation of this plan during the work session, she was not comfortable with some of the methodologies that were discussed. Mr. Hale stated that questions involving the methodology would be better addressed by Candy Johnson and if the Board has any additional questions regarding the methodology, he will pass them on to Candy.

Town Board Member Sislowski stated that one of the things that bothered him during the work session presentation was the peer group that was used to establish the appropriate salary levels. One thing that he forgot to ask in the last presentation was what the problem was that we are trying to solve with the adoption of this plan. What was not discussed was the attrition level and the number of vacancies we have that we can't seem to fill. Town Board Member Sislowski stated that he feels that at the work session there was some unanswered questions and yet is before the Board to vote on and felt to him as a little premature. Regarding the peer group, we know that they looked at private industries from around the State, sometimes large industries as far as we could tell. When asked why we were not comparing to Towns or Government agencies of similar size, it was stated that we really don't have good data. If using a questionable population to establish the numbers, he does not have a problem with that. Then to take those numbers and in an unscientific fashion, look at the nearby communities who are more likely to be our competitors and seeing how it fits there, he doesn't feel that we did that piece. Town Board Member Sislowski stated that he is not prepared to approve the resolution tonight. It is not philosophically that he doesn't agree, he believes that the idea of being fair and rewarding our people, but really wanted a little more data or analysis behind it.

Mr. Hale stated that this is the exact same methodology we used two years ago. It is the same person, the same company and understands that the Board may want some more information. Mr. Hale stated that with some positions, they did a more scientific analysis. For example, with the PD, they internally looked at every surrounding department, every single jurisdiction. While Candy did her Step Plan based on more aggregate, we know precisely where we fall in Northern Colorado. We are not going to be leading the way even after updating this. Town Board Member Sislowski stated that he got that impression also and if this were based on conversations and the information provided, he would be in a position to approve the step increase for the police. For the general population, however, he didn't feel like we did enough research. Mr. Hale responded that he can pass the information to Candy and look to see if we can find more data points. Mr. Hale stated that if there is more than the Northern Colorado group that the Board would like to zero in on, he can follow back up with the Board.

Mayor Pro Tem Bennett stated that he appreciates the questions that are being asked because they want to make sure of what is really being approved; his understanding is that the salary

study is being approved, not necessarily approving the implementation for the budget. Mayor Pro Tem Bennett stated that he does not believe that we are overpaying staff. This is the third salary survey he has been a part of and thinks we are probably still in the middle of the pack. When you take a job, it is not just the salary but who you are working with, benefits, and other things. Mayor Pro Tem Bennett stated that he is comfortable with this study, but wants to know if several more Board Members have questions or want further information and what is the timing for needing to approve this in order to keep on time with the budget. Mr. Hale responded that there will be an operational budget meeting October 24th and it is his hope to have this adopted prior to presenting the operational budget to the Board; however, with the number of questions, he believes that it can be tabled this evening in order to get more information and bring it back to the Board in two weeks at the first meeting in October. Mayor Pro Tem Bennett stated that he is comfortable with it, but knows that some of the others may not be and suggests that the Board Members submit written questions and bring it back in two weeks after obtaining more information to make everyone comfortable with the study.

Mayor Rennemeyer stated that to bring some history in, this resolution approves the methodology of the plan and remembers when the step plan was completely implemented for the first time three years ago with a previous Town Board and Town Manager and they didn't have anything like this up until that point. Because of that, the whole initiative was on retaining the officers. What was not realized at that time is that we were starting lower than we probably should have been and because it was a big ask due to not having anything in place, that is why we are in the predicament that we are in now. Based upon the methodology of how we got to the numbers of what would be included in the 2021 budget assuming that this step plan is implemented, it is going to put us not necessarily at the top or even in the middle of the pack. It is making us more competitive than we are now and speaking for himself and his tenure that he doesn't like hearing about officers that would be a part of the step plan having turnover.

Turnover in that position in your community is not a good thing when it comes to response times for safety, as well as overall morale of the people we trust to keep us safe in the community.

Mayor Rennemeyer stated that he is in support of the resolution and knows that this is the first look for some Board Members but knowing what is going into it and in support of it but agrees that more information should be obtained.

Town Board Member Cline stated that she believes that the research and methodology used for the officer portion of this was well done and doesn't have a problem adopting that portion of the plan, but wants to know if they can break out the different portions of the survey and approve the police step plan and leave the other items for further discussion, she would be in favor.

Town Board Member Tallon asked that if more information could be obtained in the next two weeks, would they be able to discuss this further in an upcoming work session. Mr. Hale responded that he would take any questions or comments to Candy Johnson and bring back any responses to an evening presentation with a memo addressing those things and ask Ms. Johnson to come back in and clarify any other questions the Board may have. Town Board Member Tallon stated that he understands the methodology and what needs to be added to retain people and does not have a problem approving the resolution.

Town Board Member Wilson stated that it is a big number and is a little odd to have the number in there but saying they are not really approving that number so it seems like they are doing things out of order. Mr. Hale stated that he wanted the Board to understand the cost of implementation, but also to let the Board know that it's not a done deal and people do not get a raise tomorrow once this is done. Town Board Member Wilson stated that he thinks that the one piece that is missing for him is the attrition. He is okay with what is presented in the resolution but would like the answer to what problem this solves. Mr. Hale responded that part of this is retention and part of it is recruitment and it is not just how many people that have left that say pay is a reason for leaving, but also the people that you don't attract. Mr. Hale stated that he thinks the Town has a big vision and thinks big and wants great things to happen and you don't do that with the C team. You really want to attract the best, brightest and bring them in. Town Board Member Wilson stated that what they are all trying to get to is the same point of getting the best talent and retaining that talent so the things they want to accomplish can be done and believes it is a great plan. As far as the resolution, he is okay with it especially on the police side.

Town Board Member Sislowski stated that when he commented earlier that he wanted to see not only the attrition, but also whether we have a vacancy that we are having trouble filling with the people we really like. Mr. Hale responded that there have been times in the past where we couldn't get our top or even second choice, however the ones who have filled the position have

been great.

Something that we have not previously had which we have now is a hiring philosophy where they put out a range and maybe not hire at minimum if they have the qualifications but have a hard stop where they won't go above.

Mayor Rennemeyer stated that he believes three years ago, we were having a recruitment issue in the PD and struggled to get positions filled. There were more vacancies than people applying for them, which is what led the Board to the salary survey and step plan.

Town Board Member Charpentier asked once implemented, where does it put us compared to other municipalities, and stated that he didn't see anything in the plan that related to CPI. Mr. Hale responded that part of the reason that we go through this survey every couple of years is so you are keeping up with inflation and the market. Under the methodology for the exempt employee, there is not an increase over two percent due to financial concerns to keep things affordable. As far as where we are as a pay group, larger areas we are not able to keep up with, and are seeing smaller agencies that are directly recruiting our employees and giving them a pay bump. This survey is done every two years and will be back in another two years in an effort to be a little more competitive than we currently are. Mayor Rennemeyer pointed out that three years ago when the Board implemented the last plan, they also didn't have some of the ranks in the PD such as the rank of Commander in an effort to make them more competitive with surrounding communities. This makes us more competitive but doesn't believe it makes us completely competitive but gives us a bump so that we are more competitive than we are now.

Mayor Pro Tem Bennett shared that he has been able to see some of the vacancies other than Police in other communities that are the same or smaller sizes than Windsor and those were all paying more than Windsor does.

Town Board Member Charpentier stated that loss of employees is deadly to the Town and even more costly and wanted to know if we even had enough money in the plan. Mr. Hale responded that in an effort to be fiscally conservative, this is not a Cadillac plan but what we can really afford.

Town Board Member Wilson stated that we don't want to fall further behind and that if we are in the middle of the pack, we want to go forward not back. He also inquired that if the Town doesn't take action now, where will we be two years from now? Mr. Hale responded that we should look at this from a maintenance standpoint where we try to incrementally keep up and address some of these issues.

Town Board Member Sislowski stated that around a year ago, the Board looked at the benefit packages and all of the data presented was comparable and felt more real to see what neighboring communities are offering in comparison to where we are. If felt more real to look at that data and say where do we want to be at, we don't have that here and that is why there is a struggle with the methodology. We would like more local data used.

Mayor Pro Tem Bennett stated that we have talked a lot about Police which is really appreciated, but all employees are important to the Town. Mayor Pro Tem Bennett asked if it would be realistic if Board Member still have questions, if they could submit those in writing and forward them to Candy Johnson who would in turn give a written response within two weeks? Mr. Hale responded that she has always been highly responsive but doesn't know what her schedule is right now, so if there are questions to send them in sooner than later.

Mayor Rennemeyer stated that he is trying to gauge from seven different people where the Board stands. There are several people saying they are okay with the methodology which is what is being approved and is trying to see if the Board wants to get the questions answered and bring it back in a couple of weeks.

Mr. McCargar stated that the pay study also picks up pay inequities that will help align us with where we need to be legally after the first of the year under the equal pay act that will take effect. This study and the pay plan that is implemented through this study will help us comply with that. Tonight procedurally, the way to handle this is to entertain a motion to postpone to a certain date. Take a vote on the postponement; if it passes, it will be postponed. If it doesn't, then call the question on the measure before the Board and take a vote.

Board Member Cline moved to postpone the approval of Resolution No. 2020-73 to the October 12, 2020 meeting, Town Board Member Sislowksi seconded the motion. Roll call on the vote resulted as follows; Yeas - Bennett, Cline, Sislowksi; Nays - Charpentier, Rennemeyer, Tallon, Wilson; Motion Failed.

Mayor Pro Tem Bennett moved to approve Resolution No. 2020-73, Town Board Member Tallon seconded the motion. Roll call on the vote resulted as follows; Yeas - Bennett, Charpentier, Rennemeyer, Tallon, Wilson; Nays - Cline, Sislowksi; Motion Passed.

3. Ordinance No. 2020-1615 - An Ordinance Designating the Halfway Homestead as a Local Historic Landmark- Jacoby Farm Subdivision 2nd Filing Tract G - Laura Browarny, Town of Windsor, Applicant

Ms. Laura Browarny, Culture Supervisor with the Parks, Recreation, and Culture Department, has submitted a nomination on behalf of the Town of Windsor to designate the Halfway Homestead Site as a historic landmark. Located at 33327 Weld County Road 15, the site contains the Halfway House (built 1873) and Dickey Farmhouse (built 1907) farmhouse and has significance for its connection to the Overland Trail. The trail passed very near or may have run directly through the site and the site was used by pioneers traveling across the country, stage coaches carrying US mail stopped at the site, and the area later become part of one of the most prominent farms in the Windsor area.

Criteria for Designation:

Proposed Landmarks must be at least fifty (50) years old and meet one (1) or more of the criteria for architectural, social, or geographical/environmental significance hereinafter described. A landmark could be exempt from the age standard if it is found to be exceptionally important in other significant criteria.

Architectural

- a. Exemplifies specific elements of an architectural style or period.**

Staff Comment: N/A

- b. Example of the work of an architect or builder who is recognized for expertise nationally statewide, regionally or locally.**

Staff Comment: N/A

- c. Demonstrates superior craftsmanship or high artistic value.**

Staff Comment: N/A

- d. Represents an innovation in construction, materials or design.**

Staff Comment: N/A

- e. Pattern or grouping of elements representing at least one (1) of the above criteria.**

Staff Comment: N/A

- f. Significant historic remodel.**

Staff Comment: N/A

Social

- a. Site of historical event that had an effect upon society.**

Staff Comment: The site is linked to the Overland Trail and settlement of the west by European-Americans.

- b. Exemplifies cultural, political, economic or social heritage of the community.**

Staff Comment: The site exemplifies Windsor's cultural, economic and social heritage for its role serving travelers on the Overland Trail and westward expansion and its role as one of the earliest and largest area farms, reflecting Windsor's and agricultural heritage.

c. An association with a notable person or the work of a notable person.

Staff Comment: n/a

Geographic/Environmental

a. Enhances sense of identity of the community.

Staff Comment: The homestead enhances sense of identity in the community due to its ties to early pioneers, early agricultural development of Windsor, and the prominent families who resided there.

b. An established and familiar natural setting or visual feature of the community.

Staff Comment: N/A

The physical integrity of the proposed landmarks will also be evaluated using the following criteria (a property need not meet all of the following criteria):

a. Shows character, interest or value as part of the development, heritage or cultural characteristics of the community, region, State or nation.

Staff Comment: The site is associated with development and heritage of the Windsor community and western United States as outlined in sections above.

b. Retains original design features, materials and/or character.

Staff Comment: n/a

c. Original location or same historic context after having being moved.

Staff Comment: n/a

d. Has been accurately reconstructed or restored based on documentation.

Staff Comment: n/a

Notifications

Notifications for this public hearing and the Historic Preservation Commission public hearing were as follows:

- August 28, 2020 – public notice published on Town website
- June 30, 2020 – sign posted on site
- August 28, 2020 – display ad published in the newspaper

Per Mr. Hornbeck, this is the second reading of the Halfway Homestead Local Historic Landmark designating. The ordinance is unchanged from the first reading.

Mayor Rennemeyer opened the meeting up for public comment, to which there was none.

Town Board Member Sislowski moved to approve Ordinance No. 2020-1615 as presented, Town Board Member Wilson seconded the motion. Roll call on the vote resulted as follows; Yeas - Bennett, Charpentier, Cline, Rennemeyer, Sislowski, Tallon, Wilson; Motion Passed.

4. Ordinance No. 2020-1616 - An Ordinance Designating the Dickey Farmhouse as a Local Historic Landmark- Jacoby Farm Subdivision 2nd Filing Tract G - Laura Browarny, Town of Windsor, Applicant

Ms. Laura Browarny, Culture Supervisor with the Parks, Recreation, and Culture Department, has submitted a nomination on behalf of the Town of Windsor to designate the Dickey Farmhouse as a historic landmark. Located at 33327 Weld County Road 15, the farmhouse was originally built in 1907 by Robert S. Dickey.

Criteria for Designation:

Proposed Landmarks must be at least fifty (50) years old and meet one (1) or more of the criteria for architectural, social, or geographical/environmental significance hereinafter described. A landmark could be exempt from the age standard if it is found to be exceptionally important in other significant criteria.

Architectural

a. Exemplifies specific elements of an architectural style or period.

Staff Comment: The Farmhouse is unique to Windsor in that it combines elements from many of the popular styles of the time. The house incorporates elements from the common German-Russian four-square house seen in Windsor's early days, Victorian design motifs, and elements of ranch/bungalow styles. The house itself is a one and a half stories, given more prominence to the building but adding little usable space.

b. Example of the work of an architect or builder who is recognized for expertise nationally, statewide, regionally or locally.

Staff Comment: N/A

c. Demonstrates superior craftsmanship or high artistic value.

Staff Comment: The farmhouse demonstrates superior craftsmanship in its combination of styles outlined above. Newspaper articles from the time describe the building as "fine", "pretty", and "modern", indicating superior craftsmanship. The house includes embellished forms of Victorian motifs, with a gingerbread dormer and ornate front porch.

d. Represents an innovation in construction, materials or design.

Staff Comment: N/A

e. Pattern or grouping of elements representing at least one (1) of the above criteria.

Staff Comment: N/A

f. Significant historic remodel.

Staff Comment: N/A

Social

a. Site of historical event that had an effect upon society.

Staff Comment: N/A

b. Exemplifies cultural, political, economic or social heritage of the community.

Staff Comment:

The Farmhouse exemplifies Windsor's cultural, economic and social heritage as an agricultural community. The Farmhouse was part of one of the earliest and largest farms in Windsor, known as the Home Farm and was an important gathering place in the community. The farmhouse hosted Chautauqua meetings, held meetings of prominent area businessman, and served as a place for community gatherings and parties.

c. An association with a notable person or the work of a notable person.

Staff Comment:

Robert S. Dickey was a prominent member of the Windsor Community. He operated one of the early stores in Windsor, the Weller-Cobbs Merchandise Company, served as president of the Farmers State Bank, director of a church choir, was a farmer operating over 400 acres of land, one of the first teachers in Windsor and later became the Superintendent of Schools.

Jacob Henry Jacoby, Sr. immigrated to Windsor in 1910 with his family. He worked for a time at the Great Western Sugar Company mill in Windsor, as did many other Volga Germans, and the Jacoby family was one of the immigrant families that the Dickey family hired to help them farm.

their land. Germans from Russia, or Volga Germans, originally came from Germany. During the eighteenth century, Catherine the Great and her grandson, Alexander I, invited Germans to settle rich farm lands along Russia's Volga River. Political turmoil in Russia at the end of the nineteenth century motivated thousands of Volga Germans to immigrate to the United States, where they settled on the plains of Kansas, Colorado, and the Dakotas.

Geographic/Environmental

a. Enhances sense of identity of the community.

Staff Comment: The Farmhouse enhances sense of identity in the community due to its ties to the early agricultural development of Windsor and the prominent families who resided there.

b. An established and familiar natural setting or visual feature of the community.

Staff Comment: N/A

Physical Integrity

The physical integrity of the proposed landmarks will also be evaluated using the following criteria (a property need not meet all of the following criteria):

a. Shows character, interest or value as part of the development, heritage or cultural characteristics of the community, region, State or nation.

Staff Comment: The Farmhouse is directly associated with development and heritage of the Windsor community, as outlined in sections above.

b. Retains original design features, materials and/or character.

Staff Comment: The structure has retained many original design features and materials. Some original materials have been covered; however, removal of non-contributing materials will reveal the original character of the building.

c. Original location or same historic context after having being moved.

Staff Comment: The Farmhouse is in its original location.

d. Has been accurately reconstructed or restored based on documentation.

Staff Comment: This section is not applicable at present. Work may be needed to restore the structure and will need to be done following the Secretary of Interiors Standards.

Notifications

Notifications for this public hearing and the Historic Preservation Commission public hearing were as follows:

- August 28, 2020 – public notice published on Town website
- June 30, 2020 – sign posted on site
- August 28, 2020 – display ad published in the newspaper

Per Mr. Hornbeck, this is the second reading of the Dickey Farmhouse Local Historic Landmark designating. The ordinance is unchanged from the first reading.

Mayor Rennemeyer opened the meeting up for public comment, to which there was none.

Town Board Member Tallon moved to approve Ordinance No. 2020-1616 as presented, Town Board Member Wilson seconded the motion. Roll call on the vote resulted as follows; Yeas - Bennett, Charpentier, Cline, Rennemeyer, Sislowski, Tallon, Wilson; Motion Passed.

D. COMMUNICATIONS

1. Communications from Town Attorney

Per Mr. McCargar, there are three executive sessions on the agenda and reminded the Board that whomever moves to go into the executive sessions needs to read the complete title of each one.

2. Communications from Town Staff

Per Mr. Thornhill, Northern Water and the Bureau of Rec have to perform some required annual maintenance and rehabilitation work on the Soldier Canyon Outlet Dam. The project is expected to last between forty-five to sixty days. During that time, the outlet will not be able to deliver water from Horsetooth Reservoir to the Fort Collins water treatment plant, but also the Soldier Canyon water treatment plant which has two of Windsor's water service providers. While that work is being done, all the water supplies that they would be taking into those plants have to come from Poudre River. They have pre-staged water up in the high mountain reservoirs with agreements with other entities to store water for

forty-five to sixty days. Since there is a wildfire happening in that area, there is some concern that the river can be contaminated so they have a back-up plan to pump water out of Horsetooth into some other canals and then take those into the treatment plants. If both of those plans fail, we will use emergency connectors with other providers such as the City of Greeley or City of Loveland. The districts are asking customers to restrict water use starting the beginning of October, so staff is asking the Town of Windsor residents to voluntarily restrict water usage starting October 1st for the duration of the maintenance project. Mayor Rennemeyer asked if there are any water sheds being affected by the Cameron Peak wildfire, Mr. Thornhill responded there are three.

Per Mr. Moyer, in the packet is the August financial report. A couple points, on page one of the report; the three major tax categories so far are making the budget benchmarks. The end of August, we like to have sixty-seven percent collections which we have despite the pandemic. The other concern is with property taxes for this year. Usually we collect by this time close to one-hundred percent of our budget. This year we are down at eighty-five percent through August. Speaking with the Weld County Assessor, they have some agreements with people for some tax deferrals or extended time to pay. They expect to collect ninety-five percent of the taxes by October. Usually by now, we have a much better feel on property taxes for the next year, the assessors were given an extended time to notify us of what our assess valuation will be that we base our taxes on for next year. Weld County met the original deadline of August 25th with the understanding that it will get more official in October and then before we have to officially set our mill levy. The online sales tax has helped the Town weather a lot of the pandemic. Building permits in July spiked which helped to weather the storm as far as clearing the benchmarks for revenue collections. Town Board Member Sislowski stated that in looking at the report, page 46 in the packet is the division operating expense through August, expecting that everything would be around sixty-seven percent given the month. Noticing that Economic Development was above as was Parks. This was surprising because Parks didn't do a lot of stuff that would normally do and are at seventy-five percent of budget. Mr. Moyer responded that in beginning of a regular year, Parks and outdoor things are generally way behind, then ramps up during the summer. It should come back within the rest of the budget range as the year moves on. Town Board Member Wilson stated that he would have never guessed that the numbers would be this positive a few months ago and all in all is good news.

- a. Finance Report August 2020
- b. Windsor Police Department August 2020 Statistical Report

3. Communications from Town Manager

Per Mr. Hale, this Thursday, October 1st will be a retirement party for Terry Walker from 1:00 p.m. to 4:00 p.m. on the second floor. This is not a three-hour long party, but more of a come and go stop by as you are able.

4. Communications from Town Board

Per Mayor Pro Tem Bennett, last Friday morning, Mayor Rennemeyer, Mayor Pro Tem Bennett, and Economic Development Director Stacy Miller attended the Regional Tourism Authority meeting. The objective was to see if there could be a substitution for the PeliGrande project that was not feasible as some other communities have done. For some reasons, Windsor could not substitute the project. The other objective of the meeting was to help Loveland with some financing issues. Windsor has no project but is still a part of the RTA.

Mayor Rennemeyer reminded the residents of Windsor that this Friday and Saturday is the annual fall clean-up for Windsor utility customers. Residents will need to have a voucher to participate. The clean-up will be held from 9:00 a.m. to 3:00 p.m. at the Public Services facility located at 922 N. 15th Street. This is designed as a place to bring house waste and organic yard materials. Mr. Hale stated that the vouchers were included in the last newsletter that talked about the event.

E. EXECUTIVE SESSION

1. An Executive Session Pursuant to C.R.S. §24-6-402 (4)(e)(I) for the Purpose of Determining Positions Relative to Matters that may be Subject to Negotiations; Developing Strategy for Negotiations; and Instructing Negotiators with Respect for Certain Economic Development Incentives (Stacy Miller, Director of Economic Development)
2. An Executive Session Pursuant to C.R.S. §24-6-402 (4)(a) Concerning the Purchase, Acquisition, Lease, Transfer, or Sale of Any Real, Personal or Other Property Interest, and no Members of the Town Board Have Any Personal Interests in Such Purchase, Acquisition, Lease, Transfer, or Sale (Farm Property and Related Water Rights) - J. Thornhill, Director of Community Development
3. An Executive Session Pursuant to C.R.S. §24-6-402 (4)(b) to Confer with the Town Attorney for the Purposes of Receiving Legal Advice on Specific Legal Questions Concerning Easement Rights - Ian McCargar, Town Attorney; Shane Hale, Town Manager)
An Executive Session Pursuant to C.R.S. §24-6-402 (4)(b) to Confer with the Town Attorney for the Purposes of Receiving Legal Advice on Specific Legal Questions Concerning Easement Rights - Ian McCargar, Town Attorney; Shane Hale, Town Manager)

Town Board Member Sislowski moved to enter into an executive session pursuant to C.R.S. §24-6-402(4)(e)(I) for the purpose of determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators with respect for certain economic development incentives, and also enter into an executive session pursuant to C.R.S. §24-6-402 (4)(a) concerning the purchase, acquisition lease, transfer, or sale of any real, personal or other property interest, and no members of the Town Board have any personal interests in such purchase, acquisition, lease, transfer, or sale (farm property and related water rights), and furthermore to enter into an executive session pursuant to C.R.S. §24-6-402 (4)(b) to confer with the Town Attorney for the purposes of receiving legal advice on specific legal questions concerning easement rights., Board Member Cline seconded the motion. Roll call on the vote resulted as follows; Yeas - Bennett, Charpentier, Cline, Rennemeyer, Sislowski, Tallon, Wilson; Motion Passed.

Upon a motion duly made, the Town Board entered into an Executive Session at 8:48 p.m.

Upon a motion duly made, the Town Board returned to the Regular Meeting at 10:02 p.m.

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

Upon returning to the Regular Meeting, Mayor Rennemeyer advised that if any participants in the Executive Session believed the session contained any substantial discussion of any matters not included in the motion to convene the Executive Session, or believed any improper action occurred during the Session in violation of the Open Meetings Law; such concerns should now be stated. Hearing none, the Regular Meeting resumed at 10:02 p.m.

F. ADJOURN

Upon a motion duly made, the meeting was adjourned at 10:02 p.m.

Board Member Cline moved to Motion, Town Board Member Tallon seconded the motion. Roll call on the vote resulted as follows; Yeas - Bennett, Charpentier, Cline, Rennemeyer, Sislowski, Tallon, Wilson; Motion Passed.



MEMORANDUM

Date: October 12, 2020
To: Mayor and Town Board
Via: Shane Hale, Town Manager
From: Dean Moyer, Finance Director
Re: Report of Bills - September 2020
Item #: B.4.

ATTACHMENTS:

- Report of Bills September 2020

Report of Bills

September 2020



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				
95590	UNITED WAY OF WELD COUNTY	EMPLOYEE DONATIONS	09/04/2020	14.96
95591	FAMILY SUPPORT REGISTRY	WAGE ASSIGNMENT	09/04/2020	276.92
95592	FAMILY SUPPORT REGISTRY	WAGE ASSIGNMENT	09/04/2020	296.57
95621	LAW OFFICE OF WYN T. TAYLOR	WAGE ASSIGNMENT	09/04/2020	190.56
95740	LARIMER COUNTY SALES AND USE TAX	LARIMER COUNTY USE TAX COLLECTIONS	09/18/2020	6,919.92
95742	WINDSOR SEVERANCE FIRE PROTECT	FIRE DEPARTMENT PLAN REVIEW	09/18/2020	2,475.00
95745	UNITED WAY OF WELD COUNTY	EMPLOYEE DONATIONS	09/18/2020	15.00
95746	FAMILY SUPPORT REGISTRY	WAGE ASSIGNMENT	09/18/2020	276.92
95747	FAMILY SUPPORT REGISTRY	WAGE ASSIGNMENT	09/18/2020	296.57
95769	COLORADO DEPARTMENT OF REVENUE	SALES TAX PAYABLE	09/18/2020	205.78
95780	TOWN OF WINDSOR SALES TAX	SALES TAX PAYABLE	09/18/2020	280.28
95783	LAW OFFICE OF WYN T. TAYLOR	WAGE ASSIGNMENT	09/18/2020	173.61
95809	CONNIE RUTZ	REFUND - PARK SHELTER RESERVATION DUE TO COV11	09/18/2020	60.00
95823	VISION SERVICE PLAN	OCT VSP	09/25/2020	3,362.93
95825	AFLAC	10 OF 13 AFLAC	09/25/2020	1,130.46
95844	SAFEBUILT INC.	AUGUST 2020 REIMBURSEMENT	09/25/2020	490,253.28
95852	STANDARD INSURANCE COMPANY	OCT DISABILITY INSURANCE	09/25/2020	6,961.40
Total for Department: 000 NO PROJECT CODE				513,190.16
Department: 410 TOWN CLERK/CUSTOMER SERVI				
95601	MINES AND ASSOCIATES PC	AUGUST EAP SERVICES	09/04/2020	24.56
95669	OFFICE DEPOT	ENVELOPE MOISTENER	09/11/2020	9.93
95725	CARD SERVICES	CCCMA ANNUAL MEMBERSHIP	09/15/2020	189.00
95771	DISCOVERY BENEFITS INC	AUG 2020 FLEX SPENDING	09/18/2020	14.70
95797	APEX SHREDDING INC	TOWN HALL SHREDDING SERVICE	09/18/2020	90.00
95807	PRAIRIE MOUNTAIN PUBLISHING COMPANY LLP	LEGALS, PUBLIC HEARINGS, ORDINANCES, LIQUOR LIC	09/18/2020	178.27
95829	OFFICE DEPOT	SUPPLIES	09/25/2020	16.37
Total for Department: 410 TOWN CLERK/CUSTOM				522.83
Department: 411 MAYOR & TOWN BOARD				
95671	MAIL N COPY	HARVEST FESTIVAL PORCH PARTY KIT - FLIP DECK	09/11/2020	100.00
95705	SBRAND CONSULTING	PUBLIC ENGAGEMENT/ TOW STRATEGIC PLAN	09/11/2020	3,100.00
95720	CUSTOM FLAG COMPANY INC	FLAGS & HARDWARE	09/11/2020	6,170.00
95725	CARD SERVICES	TB WORK SESSION DINNER, CML VIRTUAL CONFERENC	09/15/2020	840.57
95726	COREN PRINTING INC	NAME PLATES FOR BOARD MEMBER PICTURES IN TOW	09/18/2020	77.00
95751	KING SOOPERS	SNACKS AND DRINKS FOR TOWN BOARD MEETINGS	09/18/2020	68.31
95777	PAUL RENNEMEYER	MAYOR RENNEMEYER MILEAGE REIMBURSEMENT AU	09/18/2020	190.33
Total for Department: 411 MAYOR & TOWN BOAR				10,546.21
Department: 412 MUNICIPAL COURT				
95854	ABLAW LAW LLC	SEPTEMBER MUNICIPAL COURT SERVICES	09/25/2020	1,541.00
Total for Department: 412 MUNICIPAL COURT				1,541.00
Department: 413 TOWN MANAGER				
95601	MINES AND ASSOCIATES PC	AUGUST EAP SERVICES	09/04/2020	6.14
95669	OFFICE DEPOT	ENVELOPE MOISTENER	09/11/2020	2.55
95725	CARD SERVICES	SUBSCRIPTION, EMPLOYEE MEETINGS	09/15/2020	273.01
95771	DISCOVERY BENEFITS INC	AUG 2020 FLEX SPENDING	09/18/2020	4.90
95798	GWENDOLYN MCFADDEN	REISSUE LOST CHECK - PRIDE AWARD DECEMBER 2019	09/18/2020	25.00
95811	BRITTANY FRANK	PRIDE OF THE MONTH - SEPTEMBER 2020	09/18/2020	25.00
95812	SERVE 6.8	COVID-19 FOOD/HOUSING SUPPORT EXPENSE	09/18/2020	5,000.00
95813	WINDSOR SEVERANCE FOOD PANTRY	COVID-19 FOOD/HOUSING SUPPORT EXPENSES	09/18/2020	5,000.00
95829	OFFICE DEPOT	SUPPLIES	09/25/2020	4.20
Total for Department: 413 TOWN MANAGER				10,340.80
Department: 415 FINANCE				
95601	MINES AND ASSOCIATES PC	AUGUST EAP SERVICES	09/04/2020	18.42
95669	OFFICE DEPOT	ENVELOPE MOISTENER	09/11/2020	7.64
95724	MUNIREVS INC	ANNUAL JURISDICTION ACH FEES - PER SUTS AGREEMI	09/11/2020	260.00
95741	OFFICE DEPOT	PEN & PEN REFILLS FOR PENNI	09/18/2020	18.57
95771	DISCOVERY BENEFITS INC	AUG 2020 FLEX SPENDING	09/18/2020	19.60
95829	OFFICE DEPOT	SUPPLIES	09/25/2020	12.60
95837	REVENUE RECOVERY GROUP INC	AUDIT SERVICES	09/25/2020	5,050.00
Total for Department: 415 FINANCE				5,386.83

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Department: 416 HUMAN RESOURCES				
95601	MINES AND ASSOCIATES PC	AUGUST EAP SERVICES	09/04/2020	12.28
95725	CARD SERVICES	JOB POSTINGS, ASSESSMENT CENTER	09/15/2020	1,494.62
95754	HIRERIGHT LLC	NEW HIRE BG CHECKS	09/18/2020	361.57
95771	DISCOVERY BENEFITS INC	AUG 2020 FLEX SPENDING	09/18/2020	9.80
95787	WORKWELL OCCUPATIONAL MEDICINE LLC	NEW HIRE DRUG SCREEN	09/18/2020	36.00
95789	CANDY JOHNSON	PAY STUDY CONSULTING	09/18/2020	2,066.25
95829	OFFICE DEPOT	COFFEE	09/25/2020	15.95
95840	SHRED-IT USA JV LLC	SHRED-IT	09/25/2020	45.00
95871	WORKWELL OCCUPATIONAL MEDICINE LLC	NEW HIRE DRUG SCREEN	09/25/2020	72.00
Total for Department: 416 HUMAN RESOURCES				4,113.47
Department: 417 COMMUNICATIONS				
95601	MINES AND ASSOCIATES PC	AUGUST EAP SERVICES	09/04/2020	12.28
95652	COREN PRINTING INC	COVID-19 SAFETY SIGNAGE	09/11/2020	2,119.45
95669	OFFICE DEPOT	ENVELOPE MOISTENER	09/11/2020	5.09
95712	REBECCA HENRY	MASK CAMPAIGN	09/11/2020	350.00
95725	CARD SERVICES	SUBSCRIPTIONS, MEDIA	09/15/2020	1,093.15
95741	OFFICE DEPOT	PAPER FOR COMMUNICATIONS	09/18/2020	54.53
95771	DISCOVERY BENEFITS INC	AUG 2020 FLEX SPENDING	09/18/2020	4.90
95829	OFFICE DEPOT	SUPPLIES	09/25/2020	8.40
95830	ACE HARDWARE LLC	GIFT BASKET/GIFT CARD - PHOTO CONTEST	09/25/2020	82.95
95843	DATAPRINT SERVICES LLC	NEWSLETTER INSERT	09/25/2020	2,772.72
Total for Department: 417 COMMUNICATIONS				6,503.47
Department: 418 LEGAL SERVICES				
95601	MINES AND ASSOCIATES PC	AUGUST EAP SERVICES	09/04/2020	6.14
95669	OFFICE DEPOT	ENVELOPE MOISTENER	09/11/2020	2.55
95690	LAWRENCE CUSTER GRASMICK JONES & DONOVAN	OPPOSITION TO RAINDANCE 20CW3093	09/11/2020	7,187.50
95694	WEST PUBLISHING CORPORATION	WEST LAW PUBLISHING - ONLINE LIBRARY (8/1 - 8/31/2)	09/11/2020	864.58
95725	CARD SERVICES	CML VIRTUAL CONFERENCE	09/15/2020	724.00
95771	DISCOVERY BENEFITS INC	AUG 2020 FLEX SPENDING	09/18/2020	4.90
95829	OFFICE DEPOT	SUPPLIES	09/25/2020	4.20
Total for Department: 418 LEGAL SERVICES				8,793.87
Department: 419 PLANNING				
95601	MINES AND ASSOCIATES PC	AUGUST EAP SERVICES	09/04/2020	21.49
95669	OFFICE DEPOT	ENVELOPE MOISTENER	09/11/2020	10.70
95771	DISCOVERY BENEFITS INC	AUG 2020 FLEX SPENDING	09/18/2020	19.60
95772	FOX TUTTLE TRANSPORTATION GROUP LLC	ON CALL TRANS, SERVICE - COUNTRY FARMS & FAIRG	09/18/2020	277.50
95808	CLANTON & ASSOCIATES INC	REVIEW OF LIGHTING PLANS - FUTURE LEGENDS PHAS	09/18/2020	1,527.50
95829	OFFICE DEPOT	SUPPLIES	09/25/2020	17.63
95886	VANTAGE POINT SOLUTIONS INC	CONSULTING SERVICES - VERIZON MONOPOLE REVIEW	09/25/2020	362.50
Total for Department: 419 PLANNING				2,236.92
Department: 420 ECONOMIC DEVELOPMENT				
95601	MINES AND ASSOCIATES PC	AUGUST EAP SERVICES	09/04/2020	6.14
95663	WINDSOR CHAMBER OF COMMERCE	CARES ACT VISITOR PROGRAM WITH CHAMBER	09/11/2020	100,000.00
95669	OFFICE DEPOT	ENVELOPE MOISTENER	09/11/2020	2.55
95725	CARD SERVICES	PARTNER MEETINGS,LUNCH	09/15/2020	348.29
95741	OFFICE DEPOT	MISC OFFICE SUPPLIES E.D.	09/18/2020	77.04
95770	BIZWEST MEDIA LLC	ECONOMIC DEVELOPMENT PROFILE	09/18/2020	900.00
95771	DISCOVERY BENEFITS INC	AUG 2020 FLEX SPENDING	09/18/2020	9.80
95829	OFFICE DEPOT	SUPPLIES	09/25/2020	4.20
Total for Department: 420 ECONOMIC DEVELOPM				101,348.02

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Department: 421 POLICE DEPARTMENT				
95574	COREN PRINTING INC	BUSINESS CARDS/M STANFILL	09/04/2020	78.00
95578	XCEL ENERGY	MONTHLY GAS & ELECTRICITY	09/04/2020	2,059.90
95579	CENTURYLINK	MONTHLY PHONE CHARGES	09/04/2020	393.82
95585	OFFICE DEPOT	OFFICE SUPPLIES	09/04/2020	60.16
95595	COMCAST CABLE COMMUNICATIONS LLC	MONTHLY CABLE SERVICE	09/04/2020	24.42
95601	MINES AND ASSOCIATES PC	AUGUST EAP SERVICES	09/04/2020	178.06
95603	POUDRE VALLEY HEALTH SYSTEM	BLOOD DRAW/20-05499	09/04/2020	159.40
95610	ADAMSON POLICE PRODUCTS	L/S CLASS B SHIRT	09/04/2020	127.11
95622	SURVIVAL ARMOR INC	CLASS A MOLLE CARRIER/SIDE STRAPS/J ARNOLD	09/04/2020	237.02
95626	SCOTCHIES CLEANERS	MONTHLY DRY CLEANING SERVICE	09/04/2020	145.30
95627	VOIANCE LANGUAGE SERVICES LLC	OVER THE PHONE INTERPRETATION/SPANISH	09/04/2020	26.23
95628	ENCORE UNIFORM & APPAREL	INSTRUCTOR POLO SHIRTS	09/04/2020	239.04
95642	RON MANGERSON	TOILET REPAIR/BOOKING	09/04/2020	240.00
95676	KIRK E. MOSES	12 PLATE PLAQUE/QTY 2/36 PLATE PLAQUE	09/11/2020	360.50
95685	AXON ENTERPRISES INC	TASER/YELLOW/BATTERY FOR STANFILL	09/11/2020	1,181.00
95686	LEXISNEXIS RISK SOLUTIONS	AUGUST 2020 MINIMUM COMMITMENT	09/11/2020	150.00
95704	COLORADO BUREAU OF INVESTIGATION	LIQUOR LICENSE FINGERPRINTS	09/11/2020	77.00
95725	CARD SERVICES	ARMOR UPGRADE KIT	09/15/2020	268.77
95726	COREN PRINTING INC	BUSINESS CARDS/N JENSEN	09/18/2020	88.00
95738	BUNTING DISPOSAL INC	TRASH SERVICE	09/18/2020	30.00
95741	OFFICE DEPOT	CREDIT FOR RETURNED ITEM	09/18/2020	-7.99
95759	STALKER RADAR	REPLACEMENT REMOTE CONTROL	09/18/2020	134.00
95771	DISCOVERY BENEFITS INC	AUG 2020 FLEX SPENDING	09/18/2020	93.10
95781	AMAZON/SYNCB	RECORDERS, BATTERY PACK, ADAPTERS	09/18/2020	572.17
95790	LEATHAM FAMILY LLC	SHIPPING CHARGE FOR INV 0357524-IN	09/18/2020	104.75
95792	ROBERT HOLT	REISSUE LOST CHECK - LUNCH DURING TRAINING NAT	09/18/2020	54.27
95800	ON TIME RECOVERY AND TOWING LLC	TOW/GMC/20-14034	09/18/2020	154.50
95806	DARTDRONES LLC	BASIC FLIGHT TRAINING	09/18/2020	1,250.00
95846	BRENT HOGSETT	PRIDE - JUNE 2020	09/25/2020	25.00
95851	BOMGAARS	SUPPLIES FOR DRAG TIRE - PD	09/25/2020	52.59
95881	ADORA SHUMAR	PRIDE - AUGUST 2020	09/25/2020	25.00
95908	ROBERT BALL	PRIDE - JULY 2020	09/25/2020	25.00
95909	MARSHALL ALLEN	PRIDE - MAY 2020	09/25/2020	25.00
Total for Department: 421 POLICE DEPARTMENT				8,631.12
Department: 428 RECYCLING				
95905	JIM & BETH JACKSON	ORGANIC YARD WASTE REBATE	09/25/2020	7.50
Total for Department: 428 RECYCLING				7.50
Department: 429 STREETS & ALLEYS				
95601	MINES AND ASSOCIATES PC	AUGUST EAP SERVICES	09/04/2020	21.49
95654	VERIZON WIRELESS SERVICES LLC	TOWN MESSAGE BOARDS	09/11/2020	430.37
95669	OFFICE DEPOT	OFFICE SUPPLIES	09/11/2020	2.17
95693	AGFINITY INCORPORATED	WEED SPRAY CHEMICAL	09/11/2020	2,104.00
95695	WL CONTRACTORS INC	AUGUST MONTHLY MAINTENANCE & EXTRA WORK	09/11/2020	1,045.00
95727	MANWEILER HARDWARE INC	BROOMS, SPRAYER, LOCKS, KNIVES & ROPE	09/18/2020	98.00
95728	XCEL ENERGY	UTILITIES	09/18/2020	26,707.73
95735	POUDRE VALLEY RURAL ELECTRIC ASSOCIATION	UTILITIES	09/18/2020	1,144.61
95755	SCHNEIDER'S PAVING LLC	ASPHALT PATCHING - CR17 & CR60, 7TH & EASTMAN P	09/18/2020	103,368.75
95771	DISCOVERY BENEFITS INC	AUG 2020 FLEX SPENDING	09/18/2020	14.70
95814	FORT COLLINS LOVELAND WATER DISTRICT	WATER PURCHASED	09/25/2020	241.96
95824	POUDRE VALLEY RURAL ELECTRIC ASSOCIATION	UTILITIES	09/25/2020	5,353.34
95861	LOVELAND BARRICADE LLC	STREET BLADES	09/25/2020	675.80
Total for Department: 429 STREETS & ALLEYS				141,207.92
Department: 430 PUBLIC WORKS DEPARTMENT				
95601	MINES AND ASSOCIATES PC	AUGUST EAP SERVICES	09/04/2020	12.28
95660	XCEL ENERGY	UTILITIES	09/11/2020	1,453.88
95669	OFFICE DEPOT	OFFICE SUPPLIES	09/11/2020	41.33
95692	SAFETY AND CONSTRUCTION SUPPLY	ELECTRICAL GLOVE SET	09/11/2020	307.20
95728	XCEL ENERGY	UTILITIES	09/18/2020	1,217.45
95738	BUNTING DISPOSAL INC	TRASH SERVICE	09/18/2020	590.00
95751	KING SOOPERS	MONTHLY MEETING REFRESHMENTS	09/18/2020	53.86
95771	DISCOVERY BENEFITS INC	AUG 2020 FLEX SPENDING	09/18/2020	9.80
95819	CENTURYLINK	PHONE SERVICE	09/25/2020	56.54
95836	KING SOOPERS	SNOW TRAINING REFRESHMENTS	09/25/2020	34.48
95868	AMAZON/SYNCB	CREDIT - LATE FEE INADVERTENTLY CHARGED	09/25/2020	-9.07
Total for Department: 430 PUBLIC WORKS DEPAR				3,767.75

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Department: 431 ENGINEERING DEPARTMENT				
95601	MINES AND ASSOCIATES PC	AUGUST EAP SERVICES	09/04/2020	27.63
95669	OFFICE DEPOT	ENVELOPE MOISTENER	09/11/2020	9.93
95765	SAFETY AND CONSTRUCTION SUPPLY	SUPPLIES FOR CONSTRUCTION INSPECTORS	09/18/2020	232.38
95771	DISCOVERY BENEFITS INC	AUG 2020 FLEX SPENDING	09/18/2020	24.50
95829	OFFICE DEPOT	SUPPLIES	09/25/2020	16.37
95830	ACE HARDWARE LLC	BATTERIES FOR LINE LOCATOR	09/25/2020	50.97
Total for Department: 431 ENGINEERING DEPART				361.78
Department: 432 CEMETERY				
95598	BOBCAT OF THE ROCKIES LLC	EXCAVATOR - CEMETERY	09/04/2020	420.00
95601	MINES AND ASSOCIATES PC	AUGUST EAP SERVICES	09/04/2020	3.07
95620	TRUGREEN LIMITED PARTNERSHIP	BROADLEAF TREATMENT - CEMETERY	09/04/2020	975.00
95660	XCEL ENERGY	UTILITIES	09/11/2020	713.77
95727	MANWEILER HARDWARE INC	TRIMMER LINE - CEMETERY	09/18/2020	12.59
95738	BUNTING DISPOSAL INC	TRASH SERVICE	09/18/2020	30.00
95763	GREELEY MONUMENT WORKS INC	NICHE COVER INSCRIPTIONS FOR MATHER AND GREEN	09/18/2020	320.00
Total for Department: 432 CEMETERY				2,474.43
Department: 433 COMMUNITY EVENTS				
95601	MINES AND ASSOCIATES PC	AUGUST EAP SERVICES	09/04/2020	3.07
95713	AMANDA MULLEN	VIRTUAL LABOR DAY 5K PARTNERSHIP SPLIT	09/11/2020	246.40
95771	DISCOVERY BENEFITS INC	AUG 2020 FLEX SPENDING	09/18/2020	4.90
95817	MANWEILER HARDWARE INC	ZIP TIES - SPECIAL EVENTS/SPONSORSHIPS	09/25/2020	17.98
Total for Department: 433 COMMUNITY EVENTS				272.35
Department: 450 FORESTRY				
95583	ARAPAHOE RENTAL	STUMP GRINDER / TRAILER EQUIPMENT	09/04/2020	456.00
95601	MINES AND ASSOCIATES PC	AUGUST EAP SERVICES	09/04/2020	9.21
95640	ACW SUPPLY	PLANT MARVEL	09/04/2020	126.86
95669	OFFICE DEPOT	OFFICE SUPPLIES - PARKS/FORESTRY	09/11/2020	81.07
95683	VERMEER SALES AND SERVICE OF COLORADO	SPADE RENTAL	09/11/2020	465.00
95727	MANWEILER HARDWARE INC	SPRAY PAINT	09/18/2020	9.70
95751	KING SOOPERS	DRINKS/SNACKS	09/18/2020	51.47
95752	FINE TREE SERVICE INC	TRUNK SPRAY - OAKS	09/18/2020	1,860.00
95771	DISCOVERY BENEFITS INC	AUG 2020 FLEX SPENDING	09/18/2020	4.90
95829	OFFICE DEPOT	COFFEE	09/25/2020	27.47
95830	ACE HARDWARE LLC	ADDITIONAL PAYMENT - WASP SPRAY - WAS \$50.95 KE	09/25/2020	2.28
Total for Department: 450 FORESTRY				3,093.96
Department: 451 RECREATION				
95601	MINES AND ASSOCIATES PC	AUGUST EAP SERVICES	09/04/2020	39.91
95602	BSN SPORTS INC	SOCCER GOALS	09/04/2020	4,695.00
95671	MAIL N COPY	POSTER - SOFTBALL- COVID	09/11/2020	140.00
95680	SEAN GROGAN	OFFICIALS, SUPERVISORS - FOOTBALL	09/11/2020	31,750.00
95703	NCSI	BACKGROUND CHECKS	09/11/2020	1,575.00
95710	MAILA BLOSSOM RIDER	ARCHERY INSTRUCTOR	09/11/2020	1,250.00
95725	CARD SERVICES	STAFF LUNCHES	09/15/2020	772.41
95736	VICTORY SALES INC	SHIRTS - LITTLE WIZARDS SOCCER	09/18/2020	317.85
95771	DISCOVERY BENEFITS INC	AUG 2020 FLEX SPENDING	09/18/2020	24.50
95822	CIRSA	WC DEDUCTIBLES	09/25/2020	375.89
95836	KING SOOPERS	NATIONAL ICE CREAM CONE DAY - STAFF PRIDE	09/25/2020	58.32
Total for Department: 451 RECREATION				40,998.88
Department: 452 AQUATICS/SWIMMING POOL				
95601	MINES AND ASSOCIATES PC	AUGUST EAP SERVICES	09/04/2020	36.84
95604	COLORADO STATE UNIVERSITY FUND #2-21790	LAKE TESTING	09/04/2020	35.00
95656	GENERAL AIR SERVICE AND SUPPLY CO	POOL CHEMICALS - CPP	09/11/2020	397.64
95688	COLORADO STATE UNIVERSITY FUND #2-21790	LAKE TESTING	09/11/2020	35.00
95725	CARD SERVICES	SPOTIFY	09/15/2020	145.31
95728	XCEL ENERGY	UTILITIES	09/18/2020	2,708.77
95758	COLORADO STATE UNIVERSITY FUND #2-21790	LAKE TESTING	09/18/2020	35.00
95815	GENERAL AIR SERVICE AND SUPPLY CO	POOL CHEMICALS - CPP	09/25/2020	305.23
95817	MANWEILER HARDWARE INC	CLAMPS	09/25/2020	67.52
95830	ACE HARDWARE LLC	CLAMP - CPP SLIDE	09/25/2020	5.98
95847	COLORADO STATE UNIVERSITY FUND #2-21790	POOL TESTING	09/25/2020	35.00
Total for Department: 452 AQUATICS/SWIMMING				3,807.29

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Department: 453 OPEN SPACE & TRAILS				
95601	MINES AND ASSOCIATES PC	AUGUST EAP SERVICES	09/04/2020	3.07
95725	CARD SERVICES	TOOL CHESTS FOR SHOP	09/15/2020	350.00
95771	DISCOVERY BENEFITS INC	AUG 2020 FLEX SPENDING	09/18/2020	4.90
95829	OFFICE DEPOT	COFFEE	09/25/2020	4.20
Total for Department: 453 OPEN SPACE & TRAILS				362.17
Department: 454 PARKS				
95577	MIRACLE RECREATION EQUIPMENT COMPANY	SLIDE REPLACEMENT - FOUNDERS	09/04/2020	1,217.11
95586	ACE HARDWARE LLC	CABLE TIES - BFM	09/04/2020	184.81
95587	DAVID S WILLIAMS	CURB PAINTING - BOARDWALK	09/04/2020	642.00
95588	ENVIROPEST	PEST CONTROL - PUMP STATION (649 REDLEAF)	09/04/2020	283.00
95594	SOLSBURY HILL LLC	SERVICE CHARGE	09/04/2020	2,382.84
95596	AQUA SIERRA INC	EASTMAN POND MAINTENANCE	09/04/2020	3,215.40
95601	MINES AND ASSOCIATES PC	AUGUST EAP SERVICES	09/04/2020	18.42
95624	GALLEGOS SANITATION INC	ROLL OFF - JACOBY	09/04/2020	1,326.70
95632	THE HOME DEPOT PRO	NITRILE GLOVES	09/04/2020	254.00
95635	WALKER PLUMBING	IRRIGATION BACKFLOW - JACOBY	09/04/2020	850.00
95638	JAYNA ST JOHN	MILEAGE REIMBURSEMENT - COVID-19	09/04/2020	87.45
95647	MARK THOELE	MILEAGE REIMBURSEMENT - COVID-19	09/04/2020	51.17
95648	AUTUM CHUBB	MILEAGE REIMBURSEMENT - COVID-19	09/04/2020	98.90
95649	ELIA GONZALEZ	MILEAGE REIMBURSEMENT - COVID-19	09/04/2020	83.37
95650	HELEN LYNCH	MILEAGE REIMBURSEMENT - COVID-19	09/04/2020	69.78
95660	XCEL ENERGY	UTILITIES	09/11/2020	14.85
95661	CENTURYLINK	PHONE SERVICE	09/11/2020	59.29
95667	ARAPAHOE RENTAL	PROPANE - BFM	09/11/2020	10.40
95668	LL JOHNSON DISTRIBUTING CO.	LINE PAINT - BFM	09/11/2020	780.00
95672	ENVIROPEST	PEST CONTROL - EASTMAN PARK PAVILLION	09/11/2020	70.00
95677	SOLSBURY HILL LLC	IRRIGATION SUPPLIES - PARKS STOCK	09/11/2020	1,176.51
95687	GOLF AND SPORT SOLUTIONS LLC	50 LB CHALK - BFM	09/11/2020	84.00
95711	PIONEER	GREY ROSE COBBLE	09/11/2020	180.56
95725	CARD SERVICES	SHOP SUPPLIES	09/15/2020	693.37
95727	MANWEILER HARDWARE INC	ANTIFREEZE, TOOLS, LEVEL	09/18/2020	909.22
95728	XCEL ENERGY	UTILITIES	09/18/2020	11,049.61
95735	POUDRE VALLEY RURAL ELECTRIC ASSOCIATION	UTILITIES	09/18/2020	36.50
95737	ARAPAHOE RENTAL	AIR HOSE FITTING	09/18/2020	21.00
95738	BUNTING DISPOSAL INC	TRASH SERVICE	09/18/2020	1,539.00
95739	LL JOHNSON DISTRIBUTING CO.	LINE PAINT - BFM	09/18/2020	585.00
95748	SOLSBURY HILL LLC	IRRIGATION SUPPLIES - SHELF STOCK	09/18/2020	102.59
95757	NEW WINDSOR METROPOLITAN DISTRICT	BRUNNER PARK - JUNE/AUGUST	09/18/2020	1,330.50
95771	DISCOVERY BENEFITS INC	AUG 2020 FLEX SPENDING	09/18/2020	4.90
95779	SHERWIN-WILLIAMS CO	GUARD RACK - BFM	09/18/2020	51.98
95782	TRUGREEN LIMITED PARTNERSHIP	LAWN SERVICE - BRUNNER FARM	09/18/2020	8,004.00
95814	FORT COLLINS LOVELAND WATER DISTRICT	WATER PURCHASED	09/25/2020	2,667.36
95822	CIRSA	WC DEDUCTIBLES	09/25/2020	1,000.00
95824	POUDRE VALLEY RURAL ELECTRIC ASSOCIATION	UTILITIES	09/25/2020	36.12
95827	LL JOHNSON DISTRIBUTING CO.	LINE PAINT - BFM	09/25/2020	2,440.00
95829	OFFICE DEPOT	COFFEE	09/25/2020	11.76
95830	ACE HARDWARE LLC	ADDITIONAL PAYMENT - CABLE TIES - WAS \$15.98 KEY	09/25/2020	291.24
95834	SOLSBURY HILL LLC	IRRIGATION SUPPLIES - ABERDOUR	09/25/2020	333.48
95836	KING SOOPERS	STAFF LUNCH	09/25/2020	92.92
95893	ALL TERRAIN LANDSCAPING	MOWING CONTRACT - GOVERNOR'S FARM	09/25/2020	4,920.48
Total for Department: 454 PARKS				49,261.59
Department: 455 SAFETY/LOSS CONTROL				
95601	MINES AND ASSOCIATES PC	AUGUST EAP SERVICES	09/04/2020	3.07
95725	CARD SERVICES	PPE COVID MASKS	09/15/2020	1,930.00
95771	DISCOVERY BENEFITS INC	AUG 2020 FLEX SPENDING	09/18/2020	4.90
95793	THE HOME DEPOT PRO	DISINFECTING WIPES FOR VEHICLES - COVID 19	09/18/2020	432.00
95868	AMAZON/SYNCB	CREDIT UNAPPLIED PAYMENT	09/25/2020	157.27
Total for Department: 455 SAFETY/LOSS CONTROL				2,527.24
Department: 456 ART & HERITAGE				
95601	MINES AND ASSOCIATES PC	AUGUST EAP SERVICES	09/04/2020	15.35
95660	XCEL ENERGY	UTILITIES	09/11/2020	812.03
95661	CENTURYLINK	PHONE SERVICE	09/11/2020	63.21
95771	DISCOVERY BENEFITS INC	AUG 2020 FLEX SPENDING	09/18/2020	14.70
95795	OREGON MUSEUM OF SCIENCE AND INDUSTRY	MUSEUM TRAVELING EXHIBIT - EAT WELL, PLAY WELL	09/18/2020	2,000.00
95796	KATHERINE MERCIER	REISSUE LOST CHECK - PER DIEM FOR MPMA CONFERE	09/18/2020	110.00
Total for Department: 456 ART & HERITAGE				3,015.29

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Department: 457 TOWN HALL				
95579	CENTURYLINK	PHONE SERVICE	09/04/2020	197.29
95728	XCEL ENERGY	UTILITIES	09/18/2020	1,906.43
95729	CENTURYLINK	PHONE SERVICE	09/18/2020	654.40
95738	BUNTING DISPOSAL INC	TRASH SERVICE	09/18/2020	56.00
Total for Department: 457 TOWN HALL				2,814.12
Total for Fund:01 GENERAL FUND				927,126.97
Fund: 02 PARK IMPROVEMENT FUND				
Department: 454 PARKS				
95612	TST INC CONSULTING ENGINEERS	RIVER BLUFFS TO KYGER TRAIL CONSTRUCTION ADMI	09/04/2020	414.00
Total for Department: 454 PARKS				414.00
Total for Fund:02 PARK IMPROVEMENT FUND				414.00
Fund: 03 CONSERVATION TRUST FUND				
Department: 454 PARKS				
95802	L4 CONSTRUCTION LLC	GREAT WESTERN TRAIL IMPROVEMENT	09/18/2020	91,233.25
95805	TERRACON CONSULTANTS INC	GREAT WESTERN TRAIL IMPROVEMENTS IA MATERIAL	09/18/2020	834.75
95873	WELBORN SULLIVAN MECK & TOOLEY PC	NO. 2 DITCH TROL ROW - ACQUISITION	09/25/2020	280.00
95888	KUMAR & ASSOCIATES INC	GREAT WESTERN TRAIL IMPROVEMENTS MATERIALS	09/25/2020	1,228.75
Total for Department: 454 PARKS				93,576.75
Total for Fund:03 CONSERVATION TRUST FUND				93,576.75
Fund: 04 CAPITAL IMPROVEMENT FUND				
Department: 421 POLICE DEPARTMENT				
95582	JUPITER 1 LLC	ADD TWO WORKSTATIONS TO SGT OFFICE	09/04/2020	4,485.94
95766	MOTOROLA SOLUTIONS INC	REMOTE SPEAKER MICROPHONES/QTY 9	09/18/2020	952.65
95830	ACE HARDWARE LLC	ITEMS NEEDED FOR NEW RIFLES	09/25/2020	49.93
95845	PROFORCE LAW ENFORCEMENT	RIFLES/QTY 12	09/25/2020	9,828.00
95853	ADAMSON POLICE PRODUCTS	GAS MASK POUCH/QTY 42	09/25/2020	1,617.00
Total for Department: 421 POLICE DEPARTMENT				16,933.52
Department: 429 STREETS & ALLEYS				
95698	ALL PRO PAVEMENT	CONCRETE REPLACEMENT PROJECT 2020	09/11/2020	26,900.58
95755	SCHNEIDER'S PAVING LLC	ASPHALT PATCHING - NEW LIBERTY RD & GREEN RIVE	09/18/2020	71,012.40
95773	LOVELAND BARRICADE LLC	YIELD TO PEDESTRAIN SIGNS	09/18/2020	3,000.00
95788	OLSSON ASSOCIATES	SH 257 & EASTMAN PARK DR. INTERSECTION IMPROVE	09/18/2020	30,734.50
95803	CANDO CONCRETE CONSTRUCTION INC	CONCRETE REPLACEMENT PROJECT 2020	09/18/2020	86,586.99
95848	INTERWEST	7TH STREET MULTIMODAL CORRIDOR - NORTH SECT. 8	09/25/2020	24,286.28
95858	MARTIN MARIETTA MATERIALS INC	ROADWAY IMPROVEMENT PROJECT 2020 - FAIRGROUN	09/25/2020	163,907.50
95859	TST INC CONSULTING ENGINEERS	LCR 5 DESIGN 392 TO OAKMONT	09/25/2020	8,130.18
95875	J-U-B ENGINEERS INC	SH392 IMPROVEMENTS - WCR 13 TO 17TH STREET	09/25/2020	9,803.15
95882	ENNIS-FLINT INC	8 BOXES OF THERMAL MARKINGS & 2 5 GAL SEALERS	09/25/2020	1,036.80
95884	SANDERSON STEWART	TRAFFIC SIGNAL - CROSSROADS AND NEW LIBERTY	09/25/2020	31,172.13
Total for Department: 429 STREETS & ALLEYS				456,570.51
Department: 451 RECREATION				
95636	EVERGREEN TENNIS COURTS INC	REPAIR - PICKLEBALL COURTS	09/04/2020	1,600.00
95756	BSN SPORTS INC	SOCCER GOAL - DIAMOND VALLEY	09/18/2020	5,250.00
Total for Department: 451 RECREATION				6,850.00
Department: 454 PARKS				
95607	EATON SALES AND SERVICE LLC	2ND HALF PAYMENT FOR FUEL TANK REPLACEMENT F	09/04/2020	38,037.00
95630	GAYLORD BROS INC	TEMP HUMIDITY MONITOR - MUSEUM STORAGE FACIL	09/04/2020	732.77
95637	WORKSPACE INNOVATIONS LTD	MOVING SERVICES - AHC TO PARKS	09/04/2020	7,680.00
Total for Department: 454 PARKS				46,449.77
Department: 457 TOWN HALL				
95696	INFUSION ARCHITECTS LLC	CONCEPTUAL DESIGN - TH RECONFIGURATION	09/11/2020	4,632.50
95715	ARTAIC GROUP LLC	MANAGEMENT FEES/JUNE-AUGUST TH RECONFIGURA	09/11/2020	600.00
Total for Department: 457 TOWN HALL				5,232.50
Total for Fund:04 CAPITAL IMPROVEMENT FUND				532,036.30

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 05 COMMUNITY & REC CENTER FUND				
Department: 000 NO PROJECT CODE ASSIGNED				
95614	DOTTIE ESTES	REFUND - SENIOR TRIP CANCELLED DUE TO COVID-19	09/04/2020	86.00
95914	BETTY DETTERER	REFUND - CANCELLED SENIOR TRIP	09/25/2020	10.00
Total for Department: 000 NO PROJECT CODE				96.00
Department: 490 COMMUNITY RECREATION CENT				
95586	ACE HARDWARE LLC	VELCRO - ADHESIVE FOR SANITIZER - CRC	09/04/2020	34.99
95588	ENVIROPEST	PEST CONTROL - CRC	09/04/2020	134.00
95599	KING SOOPERS	SENIOR COVID ENGAGEMENT	09/04/2020	31.41
95601	MINES AND ASSOCIATES PC	AUGUST EAP SERVICES	09/04/2020	12.28
95613	WINDSOR YOUTH CHEER	CHEER CLASSES - AUGUST	09/04/2020	2,049.25
95616	CRICKET STEVENS FUECKER	VIRTUAL FITNESS CLASSES	09/04/2020	728.00
95617	TERISA LACERT PECK	FITNESS CLASSES - VIRTUAL	09/04/2020	680.00
95632	THE HOME DEPOT PRO	DISINFECTANT	09/04/2020	167.44
95634	MTECH MECHANICAL TECHNOLOGIES GROUP INC	HVAC REPAIR - FACILITY MAINT ROOM	09/04/2020	621.50
95679	KING SOOPERS	SENIOR COVID ENGAGEMENT	09/11/2020	34.90
95725	CARD SERVICES	ROCKS FOR LANDSCAPING	09/15/2020	709.35
95728	XCEL ENERGY	UTILITIES	09/18/2020	1,886.78
95729	CENTURYLINK	PHONE SERVICE	09/18/2020	654.40
95738	BUNTING DISPOSAL INC	TRASH SERVICE	09/18/2020	175.00
95771	DISCOVERY BENEFITS INC	AUG 2020 FLEX SPENDING	09/18/2020	4.90
95830	ACE HARDWARE LLC	NUTS AND BOLTS	09/25/2020	19.55
95836	KING SOOPERS	SENIOR ENGAGEMENT - COVID	09/25/2020	20.94
95864	WINDSOR YOUTH CHEER	CHEER CLASSES - SEPTEMBER	09/25/2020	2,257.50
95866	ERC WIPING PRODUCTS INC	MICROFIBER TOWELS	09/25/2020	125.63
95885	ALISA L RICHTER	KEY MAGIA CLASSES	09/25/2020	92.40
Total for Department: 490 COMMUNITY RECREAT				10,440.22
Total for Fund:05 COMMUNITY & REC CENTER F				10,536.22
Fund: 06 WATER FUND				
Department: 000 NO PROJECT CODE ASSIGNED				
95719	4X INDUSTRIAL LLC	HYDRANT METER DEPOSIT REFUND	09/11/2020	2,400.00
95860	COYOTE RIDGE CONSTRUCTION LLC	HYDRANT METER DEPOSIT REFUND	09/25/2020	2,100.00
95872	BACKHOE EXCAVATING, INC	HYDRANT METER DEPOSIT REFUND	09/25/2020	2,025.00
95906	TITAN CONSTRUCTION SERVICES LLC	HYDRANT METER DEPOSIT REFUND	09/25/2020	2,052.00
Total for Department: 000 NO PROJECT CODE				8,577.00
Department: 471 WATER				
95601	MINES AND ASSOCIATES PC	AUGUST EAP SERVICES	09/04/2020	6.14
95659	NORTH WELD COUNTY WATER DISTRICT	WATER PURCHASED	09/11/2020	219,312.78
95664	UTILITY NOTIFICATION CENTER OF COLORADO	LOCATES	09/11/2020	1,270.97
95669	OFFICE DEPOT	OFFICE SUPPLIES	09/11/2020	2.17
95709	BADGER METER	SERVICE AGREEMENT AUGUST 2020	09/11/2020	2,286.83
95721	DANIEL LARSON	2020 TOILET REBATE PROGRAM	09/11/2020	100.00
95722	JAMIE HYNDMAN	2020 WASHER REBATE PROGRAM	09/11/2020	100.00
95728	XCEL ENERGY	UTILITIES	09/18/2020	225.43
95731	CITY OF GREELEY	WATER PURCHASED	09/18/2020	132,083.15
95735	POUDRE VALLEY RURAL ELECTRIC ASSOCIATION	UTILITIES	09/18/2020	31.18
95768	INSTRUMENT AND SUPPLY WEST INC	MAINTENANCE ON PRV'S	09/18/2020	3,206.25
95771	DISCOVERY BENEFITS INC	AUG 2020 FLEX SPENDING	09/18/2020	4.90
95814	FORT COLLINS LOVELAND WATER DISTRICT	WATER PURCHASED	09/25/2020	31,130.12
95816	CONNELL RESOURCES INC	CHESTNUT TO EASTMAN DRAINAGE CONSTRUCTION	09/25/2020	100,755.00
95818	NORTHERN COLORADO WATER CONSERVANCY DIST	TEMPORARY USE PERMIT TO SECTION 131 CONTRACT	09/25/2020	182,940.80
95820	CITY OF GREELEY	WATER PURCHASED	09/25/2020	7,892.20
95824	POUDRE VALLEY RURAL ELECTRIC ASSOCIATION	UTILITIES	09/25/2020	95.48
95830	ACE HARDWARE LLC	CONCRETE MIX FASTSET	09/25/2020	20.98
95843	DATAPRINT SERVICES LLC	POSTAGE	09/25/2020	5,394.89
95868	AMAZON/SYNCB	8655 - HEAVY DUTY ZIP TIES	09/25/2020	163.70
95877	BADGER METER	YOKES	09/25/2020	5,152.00
95907	PROVIDENCE INFRASTRUCTURECONSULTANTS INC	TOWN POTABLE WATER SYSTEM MODEL UPDATE	09/25/2020	9,183.13
Total for Department: 471 WATER				701,358.10
Department: 484 NON-POTABLE				
95660	XCEL ENERGY	UTILITIES	09/11/2020	60.31
95841	CLEAR WATER SOLUTIONS INC	18-120 WINDSOR KYGER ACCOUNTING	09/25/2020	12,491.47
Total for Department: 484 NON-POTABLE				12,551.78
Total for Fund:06 WATER FUND				722,486.88

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 07 SEWER FUND				
Department: 481 SEWER SYSTEM				
95601	MINES AND ASSOCIATES PC	AUGUST EAP SERVICES	09/04/2020	9.21
95653	DANA KEPNER COMPANY INC	TAPPING SADDLE FOR RAS PUMP	09/11/2020	58.00
95661	CENTURYLINK	PHONE SERVICE	09/11/2020	225.60
95662	WILLIAMS EQUIPMENT COMPANY	REPAIRS TO PUSH CAMERAS	09/11/2020	638.65
95669	OFFICE DEPOT	OFFICE SUPPLIES	09/11/2020	2.18
95692	SAFETY AND CONSTRUCTION SUPPLY	CONE SIGNS	09/11/2020	45.00
95707	J-U-B ENGINEERS INC	NORTH SEWER EXTENSION	09/11/2020	6,603.50
95727	MANWEILER HARDWARE INC	WASP SPRAY & NOZZLE	09/18/2020	28.76
95728	XCEL ENERGY	UTILITIES	09/18/2020	391.32
95735	POUDRE VALLEY RURAL ELECTRIC ASSOCIATION	UTILITIES	09/18/2020	334.27
95771	DISCOVERY BENEFITS INC	AUG 2020 FLEX SPENDING	09/18/2020	4.90
95785	KENNEDY/JENKS CONSULTANTS INC	GREASE PROGRAM ADMINISTRATION - 2020 INSPECTIO	09/18/2020	2,438.80
95819	CENTURYLINK	PHONE SERVICE	09/25/2020	56.57
95843	DATAPRINT SERVICES LLC	POSTAGE	09/25/2020	5,394.87
95896	WESTERN STATES LAND SERVICES LLC	NORTH SEWER EXTENSION LAND ACQUISITION SERVIC	09/25/2020	485.94
Total for Department: 481 SEWER SYSTEM				16,717.57
Department: 482 DISPOSAL PLANT				
95601	MINES AND ASSOCIATES PC	AUGUST EAP SERVICES	09/04/2020	9.21
95655	WASTE MANAGEMENT OF COLORADO	TRASH SERVICE	09/11/2020	168.95
95657	HACH ENVIRONMENTAL	HACH SPECTROPHOTOMETER TRAINING CLASS (RYNE	09/11/2020	272.18
95661	CENTURYLINK	PHONE SERVICE	09/11/2020	218.63
95665	HD SUPPLY FACILITIES MAINTENANCE LTD	N-DEX GLOVES, MULTI-VOLUME PIPET, MICROSCOPE S	09/11/2020	626.07
95666	JAX INC	HIP WADERS (3)	09/11/2020	324.89
95674	COLORADO ANALYTICAL LABORATORY	ANALYTICAL TESTING (WASTEWATER)	09/11/2020	112.00
95681	VERIS ENVIRONMENTAL LLC	BIOSOLIDS REMOVAL AUGUST 2020	09/11/2020	322,452.00
95689	BOMGAARS	RUBBER BOOTS & RAKE	09/11/2020	22.98
95716	JACOBS ENGINEERING GROUP INC	BIOSOLIDS HANDLING PROJECT PERIOD JULY 25 - AUG	09/11/2020	27,874.25
95734	HD SUPPLY FACILITIES MAINTENANCE LTD	REPAIR INSERT FOR RAS PUMP COUPLING	09/18/2020	95.12
95743	MAIL N COPY	SHIPPING OF MERCURY SAMPLES TO ACZ LABS	09/18/2020	81.35
95744	COLORADO ANALYTICAL LABORATORY	ANALYTICAL TESTING (WASTEWATER)	09/18/2020	269.00
95794	CANTERBURY CONSTRUCTION MANAGEMENT SERV	BLOWER REPLACEMENT PROJECT	09/18/2020	106,686.90
95819	CENTURYLINK	PHONE SERVICE	09/25/2020	74.14
95824	POUDRE VALLEY RURAL ELECTRIC ASSOCIATION	UTILITIES	09/25/2020	17,937.50
95830	ACE HARDWARE LLC	SHOP-VAC	09/25/2020	270.99
Total for Department: 482 DISPOSAL PLANT				477,496.16
Total for Fund:07 SEWER FUND				494,213.73
Fund: 08 STORM DRAIN FUND				
Department: 000 NO PROJECT CODE ASSIGNED				
95639	WINDSOR CENTER LLC	REFUND - GESCP CONTROL MEASURES HIGHLANDS INI	09/04/2020	5,660.00
Total for Department: 000 NO PROJECT CODE				5,660.00
Department: 483 STORM DRAINAGE SYSTEM				
95601	MINES AND ASSOCIATES PC	AUGUST EAP SERVICES	09/04/2020	3.07
95755	SCHNEIDER'S PAVING LLC	ASPHALT PATCHING - CONIFER CT, CROSSROADS & MC	09/18/2020	20,059.95
95771	DISCOVERY BENEFITS INC	AUG 2020 FLEX SPENDING	09/18/2020	4.90
95786	VECTOR DISEASE CONTROL INTERNATIONAL LLC	2020 MOSQUITO CONTROL SERVICES	09/18/2020	16,182.64
95816	CONNELL RESOURCES INC	CHESTNUT TO EASTMAN DRAINAGE CONSTRUCTION	09/25/2020	992,462.41
95835	NAPA AUTO PARTS	OIL DRY	09/25/2020	171.00
95843	DATAPRINT SERVICES LLC	POSTAGE	09/25/2020	5,394.87
95863	AYRES ASSOCIATES INC	REVIEWED SWMM MODEL/GAVE RECOMMENDATIONS	09/25/2020	4,649.59
Total for Department: 483 STORM DRAINAGE SYS				1,038,928.43
Total for Fund:08 STORM DRAIN FUND				1,044,588.43

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 10 FLEET MANAGEMENT FUND				
Department: 491 FLEET MANAGEMENT				
95580	4 RIVERS EQUIPMENT AG LLC	BEACON LIGHT ASSEMBLY UNIT #89	09/04/2020	928.00
95581	LAWSON PRODUCTS INC	SHOP SUPPLIES	09/04/2020	306.32
95586	ACE HARDWARE LLC	MISC SUPPLIES- PLOW PAINT	09/04/2020	4.99
95597	NAPA AUTO PARTS	CREDIT FOR RETURNED PART AND CORE	09/04/2020	502.55
95600	TEAM PETROLEUM	BULK WASHER FLUID (55 GALLONS)	09/04/2020	81.95
95601	MINES AND ASSOCIATES PC	AUGUST EAP SERVICES	09/04/2020	9.21
95606	STALKER RADAR	BRACKETS FOR RADAR UNITS (EXTRAS)	09/04/2020	352.00
95609	AGFINITY INCORPORATED	FUEL CHARGES - SHIPPED 08-24-20 (CUBE)	09/04/2020	4,354.21
95611	MOTION AND FLOW CONTROL PRODUCTS	HYD HOSES -REBUILDING #71A	09/04/2020	640.24
95623	INTERMOUNTAIN SWEEPER CO	GUTTER BROOMS FOR UNIT #69 (x6)	09/04/2020	960.00
95641	WEX BANK	FUEL CARD USE- AUGUST 2020	09/04/2020	483.46
95643	JACK'S TIRE & OIL MANAGEMENT COMPANY INC	REPLACEMENT OF SPARE TIRE UNIT #144	09/04/2020	296.21
95658	MOREY'S GLASS AND METALS INC	WINDSHIELD REPAIR UNIT #16	09/11/2020	45.00
95665	HD SUPPLY FACILITIES MAINTENANCE LTD	LATEX GLOVES - SHOP EQUIPMENT	09/11/2020	151.59
95667	ARAPAHOE RENTAL	AIR HOSES FOR REPLACEMENT UNIT #191	09/11/2020	151.84
95670	KENZ AND LESLIE DISTRIBUTING	BULK FUEL TANK ADDITIVE (4 GALLONS)	09/11/2020	1,200.60
95675	MAC EQUIPMENT INC	FUEL FILTERS - STOCK	09/11/2020	88.96
95678	NAPA AUTO PARTS	MISC SUPPLIES - SIGNAL BULBS	09/11/2020	99.43
95682	SPRADLEY BARR FORD INC - FT COLLINS	NEW UNIT #184 2020 FORD INTERCEPTORS	09/11/2020	148,252.00
95684	HENSLEY BATTERY LLC	BATTERIES -STOCK (AND CORE CHARGES) x4	09/11/2020	441.24
95689	BOMGAARS	UNIFORMS -PANTS J. HURST	09/11/2020	43.98
95697	WOYTASSEK WASHES LLC	WASH CARD USE - AUGUST	09/11/2020	507.20
95708	KING FOGLE INC	R. OUTSIDE MIRROR COVER UNIT #180	09/11/2020	196.81
95714	FIRST ARMORED SERVICES LLC	POLICE PACKAGE INSTALL UNIT #178	09/11/2020	14,347.12
95725	CARD SERVICES	REGISTRATION PLATES - UNITS: 190,191,197,198,112	09/15/2020	285.94
95732	HOTSY EQUIPMENT OF N. COLORADO	WAND HANDLE AND TWO NOZZLES FOR UNIT #111	09/18/2020	357.00
95733	LAWSON PRODUCTS INC	SHOP SUPPLIES	09/18/2020	77.44
95739	LL JOHNSON DISTRIBUTING CO.	SPRING TINE FOR RAHN RAKES (SECOND ORDER)	09/18/2020	417.90
95750	NAPA AUTO PARTS	OIL FILTERS - STOCK	09/18/2020	305.74
95753	SPRADLEY BARR FORD INC - FT COLLINS	SHIFTER REPAIR UNIT #106	09/18/2020	157.46
95760	EATON SALES AND SERVICE LLC	WASTE OIL DRAIN CADDY	09/18/2020	535.27
95761	E-470 PUBLIC HIGHWAY AUTHORITY	CHARGES FOR TOLL ROAD USE-	09/18/2020	4.65
95767	AGFINITY INCORPORATED	FUEL CHARGES - SHIPPED 08-18-20	09/18/2020	18,731.07
95771	DISCOVERY BENEFITS INC	AUG 2020 FLEX SPENDING	09/18/2020	4.90
95776	KNOX FLEET & DISPLAY LLC	POLICE GRAPHICS UNIT #182	09/18/2020	3,067.50
95784	TRANSWEST TRUCK TRAILER RV	FUEL FILTERS UNIT #174	09/18/2020	83.78
95799	FIRST ARMORED SERVICES LLC	POLICE PACKAGE INSTALL UNIT #177	09/18/2020	14,347.12
95801	JACK'S TIRE & OIL MANAGEMENT COMPANY INC	TIRES FOR POLICE -4 SETS	09/18/2020	2,748.08
95804	MOBILE WRENCH ENTERPRISES LLC	CONTINUED DIAGNOSIS AND REPAIR OF ABS UNIT #70	09/18/2020	714.36
95826	ARAPAHOE RENTAL	PROPANE UNIT #130	09/25/2020	25.60
95835	NAPA AUTO PARTS	EVAP PURGE VALVE -STOCK (x2)	09/25/2020	596.58
95839	SPRADLEY BARR FORD INC - FT COLLINS	FRONT BUMPER TRIM PIECE UNIT #08	09/25/2020	62.24
95849	STALKER RADAR	CABLE FOR REAR ANTENNA UNIT #176	09/25/2020	24,286.50
95850	KOIS BROTHER EQUIPMENT CO INC	UNIT #71B SPREADER REPLACEMENT	09/25/2020	33,872.87
95868	AMAZON/SYNCB	7949 - COFFEE PODS	09/25/2020	959.39
95887	FIRST ARMORED SERVICES LLC	POLICE PACKAGE INSTALL -UNIT #175	09/25/2020	15,578.47
Total for Department: 491 FLEET MANAGEMENT				291,664.77
Total for Fund:10 FLEET MANAGEMENT FUND				291,664.77

Fund: 11 INFORMATION TECHNOLOGY FUND
Department: 492 INFORMATION TECHNOLOGY

95575	VERIZON WIRELESS SERVICES LLC	VERIZON SERVICES - JULY TO AUG 20	09/04/2020	958.61
95593	DELL MARKETING LP	VEHICLE DOCK	09/04/2020	623.49
95601	MINES AND ASSOCIATES PC	AUGUST EAP SERVICES	09/04/2020	21.49
95618	OPEN MEDIA FOUNDATION	CHANNEL 8 OMP SERVICES	09/04/2020	6,000.00
95633	GRANICUS LLC	NOVUSAGENDA RENEWAL JUL 20 - JUL 21	09/04/2020	4,950.00
95725	CARD SERVICES	DELL SUPPORT	09/15/2020	1,388.17
95771	DISCOVERY BENEFITS INC	AUG 2020 FLEX SPENDING	09/18/2020	9.80
95828	XEROX CORPORATION	XEROX LEASE PAYMENT (PARKS SHOP)	09/25/2020	2,400.03
95829	OFFICE DEPOT	COFFEE	09/25/2020	31.91
95833	DELL MARKETING LP	PD RUGGED LAPTOPS	09/25/2020	5,307.58
95838	CENTURY LINK	TOWN HALL BUSINESS PHONE BILL	09/25/2020	352.81
95842	EFORCE SOFTWARE	EFORCE ECITATIONS USER LICENSES	09/25/2020	31,342.50
95856	QUILL CORPORATION	TONER	09/25/2020	904.58
95862	VERTIGIS NORTH AMERICA LTD	VERTIGIS ESSENTIALS & ANALYTICS - ANNUAL MAINT	09/25/2020	5,057.40
95869	AMAZON/SYNCB	SCREEN PROT, MOUSE,LIGHT,CABLE,CAR CHARGER,SA	09/25/2020	470.26
95874	TECHNIQUE DATA SYSTEMS INC	ANNUAL MAINTENANCE	09/25/2020	75.00
95876	MARSHALL & ASSOCIATES INC	LIGO TELEMATICS SETUP AND SUBSCRIPTION	09/25/2020	3,064.00
95879	FLOWPOINT ENVIRONMENTAL SYSTEMS INC	WATER+ 7	09/25/2020	795.00
95897	SPRINGBROOK HOLDING COMPANY LLC	UTILITY ONLINE BILLS MONTHLY FEES SEPT 20	09/25/2020	4,994.00
95910	ARGIS SOLUTIONS INC	PORTAL FEDEARTION AND SERVER SUPPORT	09/25/2020	1,147.50
Total for Department: 492 INFORMATION TECHNOLOGY				69,894.13
Total for Fund:11 INFORMATION TECHNOLOGY				69,894.13

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 15 HEALTH INSURANCE FUND				
Department: 000 NO PROJECT CODE ASSIGNED				
95608	1ST BANK OF NORTHERN COLORADO	EMPLOYEE BENEFITS FUNDING	09/04/2020	15,357.73
95762	1ST BANK OF NORTHERN COLORADO	EMPLYEE BENEFITS FUNDING	09/18/2020	15,328.35
Total for Department: 000 NO PROJECT CODE				30,686.08
Total for Fund:15 HEALTH INSURANCE FUND				30,686.08
Fund: 17 FACILITY SERVICES				
Department: 496 CUSTODIAL SERVICE				
95601	MINES AND ASSOCIATES PC	AUGUST EAP SERVICES	09/04/2020	15.35
95771	DISCOVERY BENEFITS INC	AUG 2020 FLEX SPENDING	09/18/2020	4.90
95880	RISE & SHINE WINDOW CLEANING LLC	EXTERIOR SOFFIT CLEANING - TOWN HALL	09/25/2020	900.00
Total for Department: 496 CUSTODIAL SERVICE				920.25
Department: 497 FACILITY MAINTENANCE				
95601	MINES AND ASSOCIATES PC	AUGUST EAP SERVICES	09/04/2020	9.21
95669	OFFICE DEPOT	OFFICE SUPPLIES	09/11/2020	2.17
95673	HOME DEPOT USA INC	CABLE TIES, PAINT BRUSH/TRAY/LINER, DUCT/ELECTR	09/11/2020	185.43
95689	BOMGAARS	SANDPAPER, ANCHOR W/SCREWS, DRILL SCREWS, BOL	09/11/2020	56.88
95691	GREELEY LOCK AND KEY	AEROSOL SPRAY LUBRICANT	09/11/2020	115.60
95725	CARD SERVICES	LIGHT BULBS	09/15/2020	412.23
95727	MANWEILER HARDWARE INC	FAUCET WASHERS	09/18/2020	1.57
95764	TRANE U.S. INC	HVAC REPAIR - TOWN HALL	09/18/2020	1,007.00
95819	CENTURYLINK	PHONE SERVICE	09/25/2020	59.36
95830	ACE HARDWARE LLC	HACKSAW 10"	09/25/2020	9.99
95831	HOME DEPOT USA INC	SELF LEVELING PRODUCT, KNIFE, BRUSH & DROP IN AI	09/25/2020	67.28
Total for Department: 497 FACILITY MAINTENAN				1,926.72
Total for Fund:17 FACILITY SERVICES				2,846.97
Fund: 19 DOWNTOWN DEVELOPMENT AUTHORI				
Department: 486 DOWNTOWN DEVELOPMENT AU				
95730	WINDSOR CHAMBER OF COMMERCE	1/2 OF PHOTO SHOOT COST	09/18/2020	937.50
95774	LILEY LAW OFFICES LLC	LEGAL SERVICES RENDERED FOR TOWN OF WINDSOR	09/18/2020	2,142.00
95775	AYRES ASSOCIATES INC	CONSTANT CONTACT SUBSCRIPTION	09/18/2020	16,791.76
95855	COLORADO SPECIAL DISTRICT	DDA LIABILITY INSURANCE	09/25/2020	3,800.00
95912	NEUMARK COMMERCIAL BUILDERS LLC	RETAINER FOR GENERAL CONSTRUCTION CONTRACT	09/25/2020	687.60
Total for Department: 486 DOWNTOWN DEVELOP				24,358.86
Total for Fund:19 DOWNTOWN DEVELOPMENT A				24,358.86
Fund: 20 ECONOMIC DEVELOPMENT INCENTIVE				
Department: 435				
95629	FOUR AND TWENTY BLACKBIRDS INC	COVID-19 MINI MARKETING GRANT FOR MARKETING S	09/04/2020	191.92
95645	DANIEL KUIK	COVID-19 MINI MARKETING GRANT FOR MARKETING S	09/04/2020	500.00
95646	JANET R SANDERS	COVID-19 MINI MARKETING GRANT FOR MARKETING S	09/04/2020	500.00
95651	SUITE C SALON LLC	COVID-19 MINI MARKETING GRANT FOR MARKETING S	09/04/2020	500.00
95717	PERFORMANCE CONSULTING LTD	Econ Dev Marketing Assistance Program	09/11/2020	500.00
95718	HOBBS AND WOLF LLC	Econ. Dev Marketing Assistance Program	09/11/2020	500.00
95883	KNOWLEDGE BOUND INC	Econ Dev Marketing Assistance	09/25/2020	500.00
95889	HAIR & COMPANY	Econ Dev Marketing Assistance	09/25/2020	500.00
95890	BRENDA S DAVISSON	Econ. Dev. Marketing Assistance	09/25/2020	500.00
95891	DESIGNING BEAUTY ACADEMY	Econ Dev Marketing Assistance	09/25/2020	500.00
95892	SUMMIT ENTERTAINMENT OF NORTHERN COLORAD	Econ Dev Marketing Assistance	09/25/2020	500.00
95894	DRENCH IN BEAUTY	Econ Dev Marketing Assistance	09/25/2020	500.00
95895	FUSION LIGHT AND DESIGN	Econ. Dev. Marketing Assistance	09/25/2020	500.00
95898	STEFANIE L KERNS	Econ Dev Marketing Assistance	09/25/2020	500.00
95899	PATTI-SOX LLC	Econ. Dev. Mrkting Asst. - Didn't use full amount from 1st roun	09/25/2020	731.12
95900	MEMORY LANE ANTIQUES	Econ Dev Marketing Assistance	09/25/2020	520.00
95901	J&J INCORPORATED	Econ Dev Marketing Assistance	09/25/2020	500.00
95902	ONE BRAID SOFTWARE LLC	Econ. Dev. Marketing Assistance	09/25/2020	500.00
95903	SMASH MY TRASH	Econ. Dev. Marketing Assistance	09/25/2020	500.00
95904	JANET R SANDERS	Econ. Dev. Marketing Assistance	09/25/2020	500.00
95911	MOUNTAIN STATES DRIVER'S EDUCATION INC	COVID-19 MINI MARKETING GRANT FOR MARKETING S	09/25/2020	1,000.00
95913	SANDRA MCMILLEN	COVID-19 MINI MARKETING GRANT FOR MARKETING S	09/25/2020	750.00
Total for Department: 435				11,693.04
Total for Fund:20 ECONOMIC DEVELOPMENT IN				11,693.04

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 21 COMMUNITY CENTER EXPANSION				
Department: 000 NO PROJECT CODE ASSIGNED				
95644	LISA BARRETT	REFUND - CANCELLED DUE TO COVID-19	09/04/2020	50.00
95723	MAGGIE HORAK	REFUND - MOVING	09/11/2020	50.00
95810	BELINDA CHILDRESS	REFUND - MEMBERSHIP DUE TO COVID-19	09/18/2020	56.25
Total for Department: 000 NO PROJECT CODE				156.25
Department: 493				
95576	GENERAL AIR SERVICE AND SUPPLY CO	POOL CHEMICALS - CRC	09/04/2020	259.83
95586	ACE HARDWARE LLC	D BATTERIES - SLIDE FAN	09/04/2020	15.98
95589	CEM SALES AND SERVICE	POOL CHEMICALS - CRC	09/04/2020	2,551.05
95601	MINES AND ASSOCIATES PC	AUGUST EAP SERVICES	09/04/2020	110.52
95605	MUTSUMI PAULINE BROWN	FITNESS CLASSES - AUGUST	09/04/2020	840.00
95615	KRISTINA K. WOOD	FITNESS CLASSES - AUGUST	09/04/2020	973.95
95616	CRICKET STEVENS FUECKER	FITNESS CLASSES	09/04/2020	875.00
95617	TERISA LACERT PECK	FITNESS CLASSES - JULY	09/04/2020	1,960.00
95619	KELLY MARIE KENNEDY	YOGA - AUGUST	09/04/2020	100.00
95631	CHRISTA MARIE GIBSON	PERSONAL TRAINING - AUG	09/04/2020	1,361.50
95656	GENERAL AIR SERVICE AND SUPPLY CO	CYLINDER RENTAL - CRC	09/11/2020	112.30
95660	XCEL ENERGY	UTILITIES	09/11/2020	9.58
95669	OFFICE DEPOT	OFFICE SUPPLIES - FRONT DESK/REC	09/11/2020	37.54
95699	DEBORAH RENAE MARTIN	CONGRATS ARRANGEMENT - TARA	09/11/2020	105.00
95700	KEVIN G. HINKLE	PERSONAL TRAINING	09/11/2020	1,156.00
95701	COLORADO DEPARTMENT OF HUMAN SERVICES	TRAILS BACKGROUND CHECK - REIS S.	09/11/2020	35.00
95702	COLORADO DEPARTMENT OF HUMAN SERVICES	CHILDCARE LICENSING CHANGE OF CAPACITY/AGES	09/11/2020	97.00
95706	LUNA LAB	ACTIVITY GUIDE - SEPT/OCT	09/11/2020	1,680.00
95725	CARD SERVICES	CONSTANT CONTACT	09/15/2020	703.00
95728	XCEL ENERGY	UTILITIES	09/18/2020	13,334.46
95749	COMCAST CABLE COMMUNICATIONS LLC	INTERNET SERVICE - CRCX	09/18/2020	644.32
95771	DISCOVERY BENEFITS INC	AUG 2020 FLEX SPENDING	09/18/2020	34.30
95778	CRICKET STEVENS FUECKER	FITNESS CLASSES	09/18/2020	610.00
95791	LESLIE A. BRAMAN	AQUA FITNESS	09/18/2020	50.00
95815	GENERAL AIR SERVICE AND SUPPLY CO	POOL CHEMICALS - CRC	09/25/2020	301.04
95822	CIRSA	WC DEDUCTIBLES	09/25/2020	812.94
95832	CEM SALES AND SERVICE	POOL CHEMICALS - CRC	09/25/2020	957.00
95857	SECURITY AND SOUND DESIGN	MONITORING CHARGES	09/25/2020	360.00
95865	DEBORAH L. CAMPBELL	FITNESS CLASSES	09/25/2020	50.00
95867	KEVIN G. HINKLE	PERSONAL TRAINING	09/25/2020	1,024.25
95870	JODI L. SMITH	FITNESS CLASSES	09/25/2020	713.00
95878	CHRISTA MARIE GIBSON	PERSONAL TRAINING	09/25/2020	948.50
Total for Department: 493				32,823.06
Total for Fund:21 COMMUNITY CENTER EXPANS				32,979.35
ACCOUNTS PAYABLE TOTAL				4,289,102.48
SEPTEMBER PAYROLL				669,741.29
GRAND TOTAL				\$4,958,843.77



MEMORANDUM

Date: October 12, 2020
To: Mayor and Town Board
Via: Shane Hale, Town Manager
From: Jessica Humphries, Administrative Services Director
Re:
Item #: B.5.

Background / Discussion:

The Town was approached by the Windsor-Severance Fire Rescue (WSFR) for the purposes of sharing GIS data for use in their new pre-planning software for operational awareness called FirstDue. The FirstDue platform compiles information such as structural information, addresses, water system information, shutoff locations, etc. from multiple sources such as the Assessor, Building Departments, and local municipalities and presents that information in a succinct application that helps emergency services to quickly gain operational awareness before arriving at any given scene. FirstDue is a GIS-centric application that relies on GIS data from these various sources.

Windsor-Severance Fire Rescue has identified the Town as one of these sources and has requested that the town share the following GIS data in support of this venture:

- GIS Address Points list that can be linked with the county/local assessor data using a unique key like PINs (Parcel Identification Numbers), AIN (Assessor Identification Numbers), or another internal key. It is also very helpful if this list contains address components, units, zip code, and city.
- Parcel layer
- Shapefile of their Fire Protection District.
- Hydrant data (Rest Service, Feature Layer, Shapefile, Geodatabase or CSV)
- Any Rest Service Layers. Examples include:
 - ArcGIS Imagery or Basemaps (Optional)
 - Flood Plain layers
 - Utility layers
 - Fire Station Districts

The WSFR Board will be presented this IGA on the October 8th meeting by District staff. It is anticipated to be approved with no changes.

Financial Impact:

While there is a cost to capturing and/or maintaining this data, these costs are currently absorbed by the town as this data is deemed essential to Town business and betterment of the community. There have been no indications to this point that WSFR would need anything other than access to the data. At this juncture, we do not believe the impacts to the Town warrant any compensation based on the WSFR's requirements. The agreement is written with a clause addressing future GIS provision agreements and data sharing agreements to be negotiated separately including costs, if any should arise.

Recommendation:

The WSFR Board will be presented this IGA on the October 8th meeting by District staff. It is anticipated to be approved by the WSFR.

Staff is recommending approval of Resolution No. 2020-77 and the IGA.

ATTACHMENTS:

Resolution No 2020-77 A Resolution Approving an Intergovernmental Agreement Between the

- ▢ Town of Windsor and The Windsor-Severance Fire Rescue District Regarding Shared Geographic Information System (GIS) Data and Services, and Authorizing the Town Manager
- ▢ Intergovernmental Agreement for Sharing of Governmental Geographic Information System Information

TOWN OF WINDSOR

RESOLUTION NO. 2020 – 77

A RESOLUTION APPROVING AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE TOWN OF WINDSOR AND THE WINDSOR-SEVERANCE FIRE RESCUE DISTRICT REGARDING SHARED GEOGRAPHIC INFORMATION SYSTEM (GIS) DATA AND SERVICES, AND AUTHORIZING THE TOWN MANAGER TO EXECUTE SAME

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 a long history of cooperative relations with local districts, including the Windsor-Severance Fire Rescue District (“District”); and

WHEREAS, the Town’s corporate limits lie inside the District’s boundaries in Larimer County and Weld County, Colorado; and

WHEREAS, the Town views the District as an important governmental partner in serving their mutual resident and visitor populations in the field of emergency response and emergency preparedness; and

WHEREAS, the Town has assembled a collection of Geographic Information System (“GIS”) data, and intends to continue doing so for the foreseeable future; and

WHEREAS, the Town’s GIS data is kept and maintained for governmental purposes for the benefit of the public; and

WHEREAS, the Town’s GIS data is generally available through public sources, except where necessary to assure security, privacy and protection of governmental resources; and

WHEREAS, the District has contracted with a company (“FirstDue”) that compiles information from multiple sources and presents that information in a succinct application that helps emergency services providers gain operational awareness before arrival on-scene; and

WHEREAS, the District has requested that the Town work cooperatively with the District to provide access to Town GIS data that may be of use to the District under its contract with FirstDue; and

WHEREAS, the Town is prepared to provide access to Town GIS data as presently required by the District, and to provide further support as future circumstances may require; and

WHEREAS, the Town and the District have negotiated the attached *Intergovernmental Agreement for Sharing of Governmental Geographic Information System Information* dated October 1, 2020 (“IGA”), which is incorporated herein by this reference; and

WHEREAS, Title 29, Article 1 of the Colorado Revised Statutes encourages and permits local governments to cooperate in the provision of any function, service, or facility lawfully authorized to each of the cooperating entities, including the sharing of costs, the imposition of taxes, or the incurring of debt, so long as such cooperation is authorized by each party thereto with the approval of its governing body; and

WHEREAS, the Town Board desires to approve the IGA through adoption of this Resolution.

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

1. The attached Intergovernmental Agreement *Intergovernmental Agreement for Sharing of Governmental Geographic Information System Information* is hereby approved and adopted.
2. The Mayor is hereby authorized to execute the attached IGA on behalf of the Town.
3. The Town Attorney is authorized to make such modifications to the form of the attached IGA as may be necessary to assure clarity.

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 12th day of October, 2020.

TOWN OF WINDSOR, COLORADO

By: _____
Paul Rennemeyer, Mayor

ATTEST:

Karen Frawley, Town Clerk

[Seal]

**INTERGOVERNMENTAL AGREEMENT
FOR
SHARING OF GOVERNMENTAL GEOGRAPHIC INFORMATION SYSTEM
INFORMATION**

THIS INTERGOVERNMENTAL AGREEMENT (“Agreement”) is entered into this 1st day of October, 2020, between THE TOWN OF WINDSOR, a Colorado home rule municipality (“Town”), and THE WINDSOR-SEVERANCE FIRE RESCUE DISTRICT, a Special District formed pursuant to Title 32 of the Colorado Revised Statutes (“District”).

I. RECITALS AND CONTEXT.

- A. The Town’s corporate limits lie inside the District’s boundaries in Larimer County and Weld County, Colorado; and
- B. The Town views the District as an important governmental partner in serving their mutual resident and visitor populations in the field of emergency response and emergency preparedness; and
- C. The Town has assembled a collection of Geographic Information System (“GIS”) data, and intends to continue doing so for the foreseeable future; and
- D. The Town’s GIS data is kept and maintained for governmental purposes for the benefit of the public; and
- E. The Town’s GIS data is generally available through public sources, except where necessary to assure security, privacy and protection of governmental resources; and
- F. The District has contracted with a company (“FirstDue”) that compiles information from multiple sources and presents that information in a succinct application that helps emergency services providers gain operational awareness before arrival on-scene; and
- G. The District has requested that the Town work cooperatively with the District to provide access to Town GIS data that may be of use to the District under its contract with FirstDue; and
- H. The Town is prepared to provide access to Town GIS data as presently required by the District, and to provide further support as future circumstances may require; and
- I. C.R.S. § 29-1-203 provides that local governments may cooperate or contract with one another to provide any function, service, or facility lawfully authorized to each of the cooperating or contracting units, through contracts approved by their respective legislative bodies; and
- J. The Town and the District wish to set forth their understandings in this Agreement to assure clarity and efficiency.

NOW, THEREFORE, THE TOWN AND THE DISTRICT AGREE AS FOLLOWS:

II. SHARING OF GIS DATA CURRENTLY AVAILABLE.

A. Existing GIS Data. To the extent the Town has already acquired and assembled it, the Town will provide access to the following GIS data to the District:

1. Address Points
2. Hydrants
3. Flood Plain
4. Basemaps and Imagery (where available based on licensing agreements)

B. Future GIS Data. The District acknowledges that the Town's GIS data will be provided as-is/where is, and that no warranties of quality, character or fitness for a particular purpose are given. The District acknowledges that it could through its own resources gather this information and control its quality and characteristics, but has chosen to accept the Town's GIS data without warranties or assurances of reliability, accuracy, fitness or character.

III. SHARING OF GIS DATA IN THE FUTURE.

A. Future GIS Data-Sharing Agreements. The field of GIS data is rapidly evolving. The parties acknowledge that their need for and collection of GIS data are evolving accordingly, such that each will over time have a need to augment current GIS data. The parties agree that, should either party assemble GIS data in the future that may be of use to the other, they will attempt to negotiate separate written understandings with respect to the gathering of GIS data, the sharing of GIS data and the cost, if any, to be borne by each of the parties.

B. Incorporation. Nothing herein shall be deemed to compel any future agreement(s) for GIS data sharing, but any such future agreements mutually-accepted by authorized representatives of the parties shall be deemed incorporated herein without further official action by either party's governing board.

IV. FUTURE GIS SERVICE PROVISION.

A. Future GIS Service Provision Agreements. The parties anticipate that opportunities will arise for cooperation with respect to future provision of GIS services by the Town in addition to data-sharing in the future as contemplated under Section III above. Should such opportunities present themselves, the parties will attempt to negotiate separate written understandings with respect to the provision of GIS services by the Town to the District, which may include insurance, indemnification and appropriate terms for cost allocation.

B. Incorporation. Nothing herein shall be deemed to compel any such future agreement(s), for GIS service provision, but any such future agreements mutually-accepted by authorized representatives of the parties shall be deemed incorporated herein without further official action by either party's governing board.

V. MISCELLANEOUS.

A. Term. This Agreement shall take effect upon the date first appearing above. This agreement shall expire on the last day of each calendar year, but shall be deemed extended for the next-following calendar year unless terminated as provided herein.

B. Termination. This Agreement may be terminated by either party upon thirty (30) days' written notice. Upon the expiration of the thirty (30)-day period, neither party shall have any obligations to the other for GIS data sharing, except as may be specifically set forth in writing as an obligation surviving termination.

C. Venue, Attorney Fees. Any litigation arising out of this Agreement shall exclusively be filed in the state courts of Colorado sitting in Weld County. Each party shall bear its own attorney fees and costs without recourse to the other, regardless of "prevailing party" determinations.

D. Entire Agreement, Third-Party Beneficiaries. This Agreement, together with any future GIS data-sharing agreements mutually accepted and incorporated herein as provided in Sections III and IV above, represents the entire understanding of the parties with respect to its subject matter. There are no third-party beneficiaries intended under this Agreement; only the signatories below shall have enforceable rights under this Agreement.

E. No Waiver. Nothing herein shall be deemed a waiver of any statutory or constitutional protections and limitations available to the Town and the District under Colorado law.

Approved and executed on the date first appearing above.

TOWN OF WINDSOR

WINDSOR-SEVERANCE FIRE RESCUE DISTRICT

Shane Hale, Town Manager

Kris Kazian, Fire Chief



MEMORANDUM

Date: October 12, 2020

To: Mayor and Town Board

Via: Shane Hale, Town Manager

From: Carlin Malone, Chief Planner

Re: Public Hearing - Conditional Use Grant (CUG) for a Temporary Modular Classroom

Item #: C.1.

Background / Discussion:

Please see attached memorandum.

Financial Impact:

None.

Relationship to Strategic Plan:

N/A

Recommendation:

Approval.

ATTACHMENTS:

- Application Materials

Conditional Use Grant

Revised Project Description:

To create temporary classroom space for our Sunday morning services, we would like to add a modular trailer (24'x60') on a space just east of our main building. Part of this space was designed as a drive through for retail business, and access to our trash enclosure. We plan on relocating the trash receptacle, which will take approximately one parking spot. Our first service (8:30 a.m.) has on average of 180 people (capacity in auditorium is 423) and second service has on average 290-300.

The space we decided on would allow for easy access for both parents and children, off the east side of the main building, and there is a door located right behind what is now the trash enclosure. The modular will have an accessible ramp and meet ADA. The modular is designed to set over a curb with enough clearance for temporary placement and does not require a flat surface. The modular placement will be located on the east side of the building with very limited visibility to traffic on Crossroads Blvd. We anticipate utilizing the modular 1-2 years.

The classroom itself will be primarily used on Sunday mornings for 3-5 grade children, approximately 25-45, depending on the service and time of year.

Building Elevations – Timberline CUG





MEMORANDUM

Date: October 12, 2020

To: Mayor and Town Board

Via: Shane Hale, Town Manager

From: Carlin Malone, Chief Planner

Re: Public Hearing and Conditional Use Grant (CUG) for a Temporary Modular Classroom

Item #: C.2.

Background / Discussion:

Please refer to public hearing item (C.1) memorandum, exhibit, and presentation.

Financial Impact:

None.

Relationship to Strategic Plan:

N/A

Recommendation:

Approval.



MEMORANDUM

Date: October 12, 2020
To: Mayor and Town Board
Via: Shane Hale, Town Manager
From: Shane Hale, Town Manager
Re: Resolution 2020-76
Item #: C.3.

Background / Discussion:

Larimer County has been working with the State of Colorado/CDPHE to allow CSU to conduct local COVID-19 testing as the turnaround from the state has been slow. While the state has been supportive of this direction, the feedback that Larimer County received is that the State didn't have the money to pay the full cost of each test (\$100), and has asked Larimer County to split the cost 50/50. The idea right now is that the municipalities will contribute towards the testing with CARES Act money based on a pro rata/population share, and then the County will be responsible for continued funding into 2021 as the CARES dollars will be gone.

Financial Impact:

The Town of Windsor received \$405,021 of CARES Act money from it's Larimer County share of the population. The total estimate of this program is \$495,000, and the Town's 2.64% pro rata share is \$13,068.

Relationship to Strategic Plan:

Participation with Larimer County reflects the Guiding Principal of Community Safety.

Recommendation:

Staff recommends that the Town Board approve Resolution 2020-76, A Resolution Approving and Adopting the October 12, 2020 Intergovernmental Agreement between the Town of Windsor and Larimer County with respect to COVID-19 Testing Services.

ATTACHMENTS:

- ▢ Resolution 2020-76
- ▢ COVID IGA Larimer-CSU testing cost split
- ▢ exhibit A
- ▢ CVRF Pro Rata Calculation

TOWN OF WINDSOR

RESOLUTION NO. 2020 – 76

A RESOLUTION APPROVING AND ADOPTING THE OCTOBER 12, 2020, INTERGOVERNMENTAL AGREEMENT BETWEEN THE TOWN OF WINDSOR AND LARIMER COUNTY WITH RESPECT TO COVID-19 TESTING 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 a long history of cooperative relations with its county governments, including the Larimer County (“County”); and

WHEREAS, the County has worked out an arrangement with Colorado State University for COVID-19 testing services, under which residents of the County and participating municipalities will be benefitted; and

WHEREAS, the Town Manager has negotiated the attached *Intergovernmental Agreement for COVID-19 Test Funding* dated October 12, 2020 (“IGA”), the terms of which are incorporated herein by this reference; and

WHEREAS, the IGA provides for a fixed Town contribution to COVID-19 testing costs in proportion to participating municipal populations within the County, together with a fractional cost contribution for each test administered to Larimer County residents; and

WHEREAS, the Town Board finds the IGA promotes the public health, safety and welfare; and

WHEREAS, Title 29, Article 1 of the Colorado Revised Statutes encourages and permits local governments to cooperate in the provision of any function, service, or facility lawfully authorized to each of the cooperating entities, including the sharing of costs, the imposition of taxes, or the incurring of debt, so long as such cooperation is authorized by each party thereto with the approval of its governing body.

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

1. The attached *Intergovernmental Agreement for COVID-19 Test Funding* dated October 12, 2020, is hereby approved and adopted.
2. The Mayor is hereby authorized to execute the attached Intergovernmental Agreement on behalf of the Town.

3. The Town Attorney is authorized to make such modifications to the form of the attached Intergovernmental Agreement as may be necessary to assure clarity and carry out the intent of this Resolution.

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 12th day of October, 2020.

TOWN OF WINDSOR, COLORADO

By: _____
Paul Rennemeyer, Mayor

ATTEST:

Karen Frawley, Town Clerk

[Seal]

INTERGOVERNMENTAL AGREEMENT FOR COVID-19 TEST FUNDING

This Intergovernmental Agreement, dated October 12, 2020 (the “Agreement”), is entered into by and between Larimer County, Colorado (“County”), and the Town of Windsor (the “Municipality”), located at 301 Walnut Street, Windsor, CO 80550.

Background:

The County has entered into an intergovernmental agreement (“CSU-IGA”) with Colorado State University (“CSU”) to increase diagnostic testing for COVID-19 for residents of the County. The CSU-IGA is attached and incorporated herein as Exhibit A. The CSU-IGA outlines the processes and financial elements of the increased testing as agreed to between the County and CSU. The Municipality agrees, subject to the terms of the CSU-IGA, that it will pay for a portion of the County’s share of the cost of testing as follows:

Section 1. Services.

- 1.1 CSU will perform the testing services described in the CSU-IGA.

Section 2. Compensation.

2.1 CSU has entered into an agreement with the County and with the Colorado Department of Public Health and Environment to perform testing services and to increase their lab testing capacity. As part of that agreement CDPHE has agreed to pay for 50% (\$50.00) of each test for residents of Larimer County. Larimer County has agreed to pay CSU for the remaining 50% (\$50.00) for each test processed for residents of Larimer County.

2.2 The Municipality agrees to pay County a set amount of \$13,068.00 as its contribution toward securing the additional testing capacity and to help fund the County’s share (50%) (\$50.00) of each test administered for a resident of the County. All payments from the Municipality pursuant to this Agreement will be kept in a separate account and used to pay CSU for the administration of tests. Any money which is not used for testing by December 30, 2020 will be reimbursed to the Municipality, unless otherwise negotiated by the parties.

2.3 The County will invoice the Municipality for its full contribution of \$13,068.00 by October 23, 2020 and the Municipality shall pay within 21 days.

Section 3. Contractual Relationship. In the performance of all services to be rendered hereunder: no party shall be authorized or empowered to act as agent for the other party for any purpose and shall not on the other party’s behalf attempt to enter into any contract, agreement, warranty, or representation as to any matter. It is understood and agreed by the parties that the County is an independent contractor with respect to the Municipality and that this Agreement is not intended and shall not be construed to create an employer/employee or a joint venture relationship between the Municipality and the County. The County shall be free from the direction and control of the Municipality in the performance of the County’s obligations under this Agreement. To avoid any doubt, this Agreement does not intend to create any joint venture, partnership, “teaming” or joint collaborative arrangement between the County and the Municipality.

Section 4. Meetings and Communication. Throughout the term of this Agreement, the County shall regularly communicate with the Municipality regarding any Services or results.

Section 5. Record Keeping

5.1 The County understands that the Municipality intends to submit for reimbursement under the Corona Virus Relief Fund (CVRF) the expense incurred under this agreement to the Colorado Department of Local Affairs. The County will retain records of the CSU-IGA, this Intergovernmental Agreement, invoices received from CSU, and evidence of payment of said invoices. These materials shall be available to the Municipality upon request as documentation of the eligibility of the expense incurred by the Municipality.

Section 6. Term and Termination.

6.1 Project Period. The Agreement will be effective as of the latest of the execution dates set forth below, and continue at all times through December 30, 2020, unless terminated earlier below. This period may be amended by mutual written agreement of the Municipality and the County.

6.2 Extensions of Project Period. The parties may by mutual agreement in writing extend the project period.

6.3 Termination. Either party may terminate this agreement on ten (10) days prior written notice to the other. Upon termination, the County shall return any unused funds deposited by Municipality to the Municipality.

Section 7. Notices. All notices and other communications required or permitted under this Agreement shall be in writing and shall be sent by confirmed e-mail or facsimile transmission (FAX) to the number or addresses set forth below (in each such case notice shall be deemed given on the date of transmission), or by overnight air courier service or by registered or certified mail, return receipt requested, postage prepaid and properly addressed, to the addresses set forth below, or such other address as a party may hereafter provide notice of to the other:

If to the County:
Tom Gonzales,
Public Health Director
1525 Blue Spruce Dr,
Fort Collins, CO 80524
970-498-6700

and

Frank Haug
Larimer County Attorney's Office
224 Canyon Avenue
Fort Collins, CO 80521
970-498-7450

If to the Municipality

Shane Hale, Town Manager
Town of Windsor
301 Walnut Street
Windsor, CO 80550
(970) 674-2400

and

Ian D. McCargar, Town Attorney
301 Walnut Street
Windsor, CO 80550
(970) 674-2400

Section 8. Miscellaneous.

8.1 Entire Agreement. This Agreement expresses the entire agreement between the parties. All prior negotiations, understandings, promises and agreements, oral or written, are superseded hereby.

8.2 Amendments. Any amendment to this Agreement or any exhibit or attachment to this Agreement must be in writing and signed by the parties. No waiver of any term or required performance of this Agreement shall be valid and enforceable unless in writing and signed by the authorized representative for the party granting the waiver. The waiver by any party of a breach of any term or required performance of this Agreement shall not operate or be construed as a waiver of any subsequent breach by any party or a breach of the entire Agreement.

8.3 Severability. If any of the provisions of this Agreement shall be determined to be illegal or unenforceable by a court of competent jurisdiction, the other provisions shall remain in full force and effect.

8.4 Force Majeure. No party will be responsible for delays resulting from causes beyond its reasonable control, including without limitation fire, explosion, flood, war, strike, or riot; provided that the non-performing party uses reasonable efforts to avoid or remove those causes of nonperformance and continues performance under this Agreement with reasonable dispatch whenever the causes are removed.

8.5 Interpretation. Words expressed in the singular number shall include the plural and vice versa, and words expressed in the masculine shall include the feminine and neuter genders and vice versa. References to “day” or “days” are to calendar days. The words “include,” “includes,” and “including” are deemed to be followed by “without limitation” whether or not they are in fact followed by such words or words of similar import. The headings contained in this Agreement and in the schedules and exhibits hereto are for reference purposes only and shall not affect in any way the meaning or interpretation of this Agreement, including the meaning or intent of the provision that follows.

8.6 No Third-Party Beneficiary. Except as expressly provided herein, this Agreement is for the sole benefit of the parties and their permitted successors and assignees and nothing herein expressed or implied will give or be construed to give any person, other than the parties and such successors and assignees, any legal or equitable rights hereunder.

8.7 Counterparts. This Agreement may be executed simultaneously in one or more counterparts, and by different parties hereto in separate counterparts, each of which when executed shall be deemed an original, but all of which taken together shall constitute one and the same instrument.

8.8 Immunity. No term or condition of this Agreement shall be construed or interpreted as a waiver, either express or implied of any of the immunities, rights, benefits or protections available to either party under the Colorado Governmental Immunity Act as now in effect or hereafter amended.

8.9 Funding Availability. The Municipality's and County's financial obligations under this Agreement are contingent upon the annual appropriation, budgeting and availability of specific funds to discharge those obligations, and that no change orders will be issued for the project unless appropriations exist to cover any increased costs to the Municipality and County. Nothing in this Agreement shall create a payment guaranty by either party or a debt or a multiple-fiscal year financial obligation under the Colorado Constitution or any similar provisions of the Municipality's charter or ordinances.

* * *

Draft Date 9/11/2020

The parties have each affixed their signatures below and enter into this Agreement as of the date first set forth above.

Larimer County, Colorado

By: _____

Date: _____

Town of Windsor, Colorado

By: _____
Shane Hale, Town Manager

Date: October 12, 2020

INTERGOVERNMENTAL AGREEMENT FOR COVID-19 TESTING

This Intergovernmental Testing Agreement, dated August 8, 2020 (the "Agreement"), is entered into by and between Larimer County, Colorado ("County"), and the Board of Governors of the Colorado State University System acting by and through Colorado State University (the "University"), located at Fort Collins, CO 80523-2002.

Background:

The County through its Department of Health and Environment seeks to increase diagnostic testing for COVID-19 for residents of the County. They have requested that the University provide testing services for County collected samples. The County and the University have agreed to enter into this Agreement to memorialize the agreement of the parties with respect to testing services to be provided to the County by the University.

Section 1. Services.

1.1 The University agrees to perform the testing services described in the Scope of Work attached hereto (the "Services") and made a part hereof as Exhibit A, under the direction and supervision of Dr. Kristy Pabilonia.

1.2 All Services rendered pursuant to this Agreement shall be supervised by only duly qualified personnel having the necessary skills to supervise the performance of the Services (or their respective portion thereof) in the manner contemplated by this Agreement.

1.3 Within the Scope of Work, the parties will agree on a mutually acceptable workflow or protocol for receipt of samples from the County, return of results to the County and final disposition of samples. Additional matters may be addressed as well and the parties may with mutual consent up-date or modify the Scope of Work document. Generally, the test results will be returned within 72 hours of submission. However, the University reserves the right to notify the County that such testing returns may take longer due to backlogs or other unforeseen circumstances.

Section 2. Compensation.

2.1 The University has entered into an agreement with Colorado Department of Public Health and Environment to perform testing services and to increase their lab testing capacity. As part of that agreement CDPHE has agreed to pay for 50% of each test for residents of Larimer County. Larimer County has agreed to pay CSU for the remaining 50% for each test processed for residents of Larimer County. The tests shall be performed for \$100.00. The University will invoice the County for its share of the payment for each test processed for a resident of Larimer County.

2.2 Invoices will be presented to the County no more frequently than once a month. Payment is expected no later than 45 days after date of invoice. The University will not be responsible for billing any individual or insurance carrier.

Section 3. Work Standards. The University agrees at all times relevant hereunder: (i) to perform the Services by applying sound and accepted scientific principles and methodologies; (ii) to perform all Services (*A*) in a workmanlike and safe manner, and (*B*) in compliance with all applicable federal, state, and local laws and University rules, policies and regulations (collectively, "Laws"); (iii) to report any Results truthfully and accurately to the County in a prompt manner; (iv) handle all County

materials in a safe and lawful manner; and (v) without the County's written consent, not deviate in any material respect from the Scope of Work.

Section 3. Facilities and Equipment.

Except as may be otherwise provided below, the University shall provide all resources necessary or desired to perform and complete any Services required under this Agreement or as contemplated herein, including all personnel; and any physical facilities and equipment (collectively, "Facilities").

Section 4. Contractual Relationship. In the performance of all services to be rendered hereunder: no party shall be authorized or empowered to act as agent for the other party for any purpose and shall not on the other party's behalf attempt to enter into any contract, agreement, warranty, or representation as to any matter. It is understood and agreed by the parties that the University is an independent contractor with respect to the County and that this Agreement is not intended and shall not be construed to create an employer/employee or a joint venture relationship between the University and the County. The University shall be free from the direction and control of the County in the performance of the University's obligations under this Agreement, except that the County may indicate specifications, standards requirements and deliverables for satisfaction of the University's obligations under this Agreement. To avoid any doubt, this Agreement does not intend to create any joint venture, partnership, "teaming" or joint collaborative arrangement between the County and any other person employed by the University.

Section 5. Meetings and Communication. Throughout the term of this Agreement, the University shall regularly communicate with the County regarding any Services or results.

Section 6. Use of Names and Marks. Neither party obtains by this Agreement any right, title, or interest in, or any right to reproduce or to use for any purpose, the name, tradenames, trade- or service marks, or logos (the "Marks"), or the copyrights of the other party. Neither party will include the name of the other party or of any employee of that party in any advertising, sales promotion, or other publicity matter without the prior written approval of that other party. In the case of the University, prior written approval is required from the University Vice President for Research. In the case of the County, prior written approval is required from an authorized representative of the County.

Section 7. Liability; Insurance.

7.1 Each party hereto agrees to be responsible for its own wrongful or negligent acts or omissions, or those of its officers, agents, or employees to the full extent allowed by law. Liability of the University and the County are at all times herein strictly limited and controlled by the provisions of the Colorado Government Immunity Act, C.R.S. secs. 24-10-101, *et seq.* as now or hereafter amended. Nothing in this Agreement shall be construed as a waiver of the protections of said Act.

7.2 No party shall be liable for any indirect, special, incidental, consequential or punitive loss or damage of any kind, including but not limited to lost profits (regardless of whether or not University knows or should know of the possibility of such loss or damages). The liability of either party under this Agreement shall not exceed the amount paid or payable to the University under this Agreement, except where such party's actions were willful or grossly negligent.

Section 8. Term and Termination.

8.1 Project Period. The Agreement will be effective as of the latest of the execution dates set forth below, and continue at all times through December 30, 2020, unless terminated earlier below. This period may be amended by mutual written agreement of the University and the County.

8.2 Extensions of Project Period. The parties may by mutual agreement in writing extend the project period.

8.3 Termination. Either party may terminate this agreement on ten (10) days prior written notice to the other.

8.4 Effect of Termination. The following provisions survive the expiration or termination of this Agreement: Sections 10.1

Section 9. Notices. All notices and other communications required or permitted under this Agreement shall be in writing and shall be sent by confirmed e-mail or facsimile transmission (FAX) to the number or addresses set forth below (in each such case notice shall be deemed given on the date of transmission), or by overnight air courier service or by registered or certified mail, return receipt requested, postage prepaid and properly addressed, to the addresses set forth below, or such other address as a party may hereafter provide notice of to the other:

If to the County:
Tom Gonzales,
Public Health Director
1525 Blue Spruce Dr,
Fort Collins, CO 80524
970-498-6700

and

Frank Haug
Larimer County Attorney's Office
224 Canyon Avenue
Fort Collins, CO 80521
970-498-7450

If to the University:

Office of the General Counsel
01 Administration Building
0006 Campus Delivery
Colorado State University
Fort Collins, CO 80523-0006
Tel: 970-491-6270

Section 10. Miscellaneous.

10.1 AT NO TIME SHALL ANY PARTY BE LIABLE TO THE OTHER FOR ANY SPECIAL OR CONSEQUENTIAL DAMAGES SUFFERED BY ANY PERSON (INCLUDING ANOTHER PARTY) RESULTING FROM SUCH PARTY'S BREACH OF OR DEFAULT UNDER THIS AGREEMENT OR THE PROVISION, USE OR HANDLING OF ANY COUNTY MATERIALS.

10.2 Entire Agreement. This Agreement expresses the entire agreement between the parties. All prior negotiations, understandings, promises and agreements, oral or written, are superseded hereby.

10.3 Amendments. Any amendment to this Agreement or any exhibit or attachment to this Agreement must be in writing and signed by the University and the County. No waiver of any term or required performance of this Agreement shall be valid and enforceable unless in writing and signed by the authorized representative for the party granting the waiver. The waiver by any party of a breach of any term or required performance of this Agreement shall not operate or be construed as a waiver of any subsequent breach by any party or a breach of the entire Agreement.

10.4 Severability. If any of the provisions of this Agreement shall be determined to be illegal or unenforceable by a court of competent jurisdiction, the other provisions shall remain in full force and effect.

10.5 Force Majeure. No party will be responsible for delays resulting from causes beyond its reasonable control, including without limitation fire, explosion, flood, war, strike, or riot; provided that the non-performing party uses reasonable efforts to avoid or remove those causes of nonperformance and continues performance under this Agreement with reasonable dispatch whenever the causes are removed.

10.6 Interpretation. Words expressed in the singular number shall include the plural and vice versa, and words expressed in the masculine shall include the feminine and neuter genders and vice versa. References to "day" or "days" are to calendar days. The words "include," "includes," and "including" are deemed to be followed by "without limitation" whether or not they are in fact followed by such words or words of similar import. The headings contained in this Agreement and in the schedules and exhibits hereto are for reference purposes only and shall not affect in any way the meaning or interpretation of this Agreement, including the meaning or intent of the provision that follows.

10.7 No Third-Party Beneficiary. Except as expressly provided herein, this Agreement is for the sole benefit of the parties and their permitted successors and assignees and nothing herein expressed or implied will give or be construed to give any person, other than the parties and such successors and assignees, any legal or equitable rights hereunder.

10.8 Counterparts. This Agreement may be executed simultaneously in one or more counterparts, and by different parties hereto in separate counterparts, each of which when executed shall be deemed an original, but all of which taken together shall constitute one and the same instrument.

* * *

The parties have each affixed their signatures below and enter into this Agreement as of the date first set forth above.

Larimer County, Colorado

By: Steve Johnson, Chair BOCC
Date: Sept. 15, 2020

The Board of Governors of the Colorado State University System, acting by and through Colorado State University:

By: 
Digitally signed by Diana Ehrlich
Date: 2020.09.08 09:59:15 -06'00'

Printed Name: Diana Ehrlich

Title: Senior Contracting Officer

Date: September 8, 2020

Approved as to form
Frankie Hugg 9/11/20
Assistant County Attorney

STATEMENT OF WORK
 To Original Contract Number _____

These provisions are to be read and interpreted in conjunction with the provisions of the contract specified above.

I. Project Description:

This project serves to increase the COVID-19 capacity throughout Colorado. This project consists of purchasing additional laboratory equipment for the Colorado State University’s (CSUs) Clinical Laboratory Improvement Amendment (CLIA) Certified Veterinary Diagnostic Laboratory (VDL). Additionally, the project consists of testing samples for COVID-19.

II. Definitions:

1. CDPHE – Colorado Department of Public Health and Environment
2. CLIA – Clinical Laboratory Improvement Amendment
3. CSU – Colorado State University
4. VDL - Veterinary Diagnostic Laboratory

III. Work Plan

Goal #1: To increase COVID-19 testing capacity in Colorado.	
Objective #1: No later than the expiration date of the contract, test COVID-19 samples on additional equipment purchased.	
Primary Activity #1	The Contractor shall increase the testing capacity of the CSU CLIA certified VDL lab.
Sub-Activities #1	<ol style="list-style-type: none"> 1. The Contractor shall purchase additional laboratory equipment. 2. The Contractor shall install additional laboratory equipment.
Primary Activity #2	The Contractor shall test samples for COVID-19.
Sub-Activities #2	<ol style="list-style-type: none"> 1. The Contractor shall report test results to the submitter. 2. The Contractor shall report test results to CDPHE. 3. The Contractor shall track the number of tests completed. 4. The Contractor shall track the turnaround time from sample receipt to results processing and patient notification.
Primary Activity #3	The Contractor shall prepare a Final Report.
Standards and Requirements	<ol style="list-style-type: none"> 1. The content of electronic documents located on CDPHE and non-CDPHE websites and information contained on CDPHE and non-CDPHE websites may be updated periodically during the contract term. The contractor shall monitor documents and website content for updates and comply with all updates. 2. Additional laboratory equipment is listed in Attachment #1 and is incorporated and made a part of this contract by reference. 3. The Contractor shall report results within 72 hours of sample receipt. If the Contractor is unable to meet this reporting timeline the Contractor shall notify CDPHE. 4. The Final Report shall include the following:

EXHIBIT A

	<ol style="list-style-type: none"> a. Date of equipment instillation b. Number of samples tested for COVID-19 c. The testing results, including indeterminate or unusable samples d. The sample processing turnaround time 	
Expected Results of Activity(s)	1. The State of Colorado will have an increased capacity to test samples for COVID-19.	
Measurement of Expected Results	1. Number of COVID-19 tests completed.	
	Completion Date	
Deliverables	1. The Contractor shall email the CDPHE Contract Monitor and State Laboratory Director when the additional laboratory equipment has been installed.	No later than two (2) business days after instillation.
	2. The Contractor shall submit the Final Report via email to the CDPHE Contract Monitor.	No later than 12/20/20

IV. Monitoring:

CDPHE’s monitoring of this contract for compliance with performance requirements will be conducted throughout the contract period by the *CDPHE Contract Monitor*. Methods used will include a review of documentation determined by CDPHE to be reflective of performance to include progress reports and other fiscal and programmatic documentation as applicable

V. Resolution of Non-Compliance:

The Contractor will be notified in writing within (10) calendar days of discovery of a compliance issue. Within (15) calendar days of discovery, the Contractor and the State will collaborate, when appropriate, to determine the action(s) necessary to rectify the compliance issue and determine when the action(s) must be completed. The action(s) and time line for completion will be documented in writing and agreed to by both parties. If extenuating circumstances arise that requires an extension to the time line, the Contractor must email a request to the *CDPHE Contract Monitor* and receive approval for a new due date. The State will oversee the completion/implementation of the action(s) to ensure time lines are met and the issue(s) is resolved. If the Contractor demonstrates inaction or disregard for the agreed upon compliance resolution plan, the State may exercise its rights under the provisions of this contract.

<u>Municipality</u>	<u>Population Distribution</u>		<u>Proposed</u>
	<u>Pro Rata</u>		<u>Contribution</u>
	<u>Percentage</u>	<u>Contribution</u>	
Fort Collins	58.90%	\$291,555	\$291,555
Loveland	27.28%	\$135,036	\$120,000
Wellington	3.62%	\$17,919	\$20,000
Timnath	1.72%	\$8,514	\$8,514
Berthoud	3.10%	\$15,345	\$15,345
Estes Park	2.22%	\$10,989	*
Johnstown	0.52%	\$2,574	\$2,574
Windsor	2.64%	\$13,068	\$13,068
Totals	100.00%	\$495,000	\$471,056

*Estes Park residents are very unlikely to drive down to Fort Collins or Loveland sites. Also, the Town has exhausted their CVRF allocation. Estes Park will be served by the Needs Communities reserve through DOLA and may be able to contribute later.

Notes

Within Council authorized amount
Amount previously approved by Council
Authorized by Council
Pending with Council
Pending with Council
See note below.
Pending with Council
To Council on Oct 12

and to access the County's testing collection
seeking additional funding through the High
ter in the year.



MEMORANDUM

Date: October 12, 2020
To: Mayor and Town Board
Via: Shane Hale, Town Manager
From: Scott Ballstadt, Director of Planning
Re: Resolution 2020-78 - A Resolution Objecting to Abandonment of Planning for the "O Street Connection"
Item #: C.4.

Background / Discussion:

As can be seen in the attached history of O Street efforts document (prepared by City of Greeley staff), Weld County, Greeley and Windsor had the foresight to identify and begin planning for the O Street corridor dating back to studies beginning in the early 2000s. The Crossroads/O Street Extension Study was completed in 2005 and the O Street Arterial Corridor Study, initiated by Weld County, was completed in 2008.

As stated in Weld County's Resolution Accepting the O Street Arterial Corridor Study (attached), "accepting this recommendation will allow Weld County and/or affected municipalities to preserve needed rights-of-way for the recommended arterial so as to allow construction when the optimal alignment is needed, and allows for implementation in an orderly fashion with the goal of minimizing impacts to adjacent properties in the future."

Based upon the preferred O Street route identified in the 2008 study, Weld County, Greeley and Windsor have been planning and acquiring or reserving rights-of-way for more than a decade, and capital investments have been made to incrementally improve the O Street corridor. The O Street corridor has been included in all of Windsor's adopted Comprehensive Plans and Transportation Master Plans since 2006.

In 2017, Weld County and Great Western Industrial Park (GWIP) partnered with the Town in a successful grant application for \$200,000 in Energy and Mineral Impact Assistance Program funding through the Department of Local Affairs for a total project estimated at \$428,500. The project funded preparation of initial designs through the GWIP. Windsor subsequently acquired right-of-way through much of the property as part of recent annexations and as development in the area continues, plans to finalize designs for O Street. Windsor currently has 60% plans from SH 257 to WCR 23 and are awaiting public/private opportunities with adjacent development to continue forward.

The O Street corridor is the only alternative truck route between US 34 and SH 392, and if it is removed from plans, it will only increase the reliance on those existing corridors and exacerbate future traffic issues, including continued truck traffic through downtown Windsor. It is not a multi-year project, but rather a multi-decade project, and it requires all of the jurisdictions to stay the course. The key today is to continue preserving the corridor right-of-way so that future generations have the ability to build on the planning and investment that has gone into the corridor to date. Although O Street would likely be constructed by the municipalities, it is imperative that Weld County include the corridor in their long-range plans so that Greeley and Windsor have some assurance that their respective investments are not in vain.

Years of planning and investment should not be thrown away over details that can be easily addressed. Concerns such as nuisance lighting over the road and traffic may warrant further study, but they should not be used as a basis to simply dismiss the sound planning to date and the regional benefit that the O Street connection would provide.

Therefore, staff recommends that Town Board approve Resolution 2020-78 urging the Weld County Board of Commissioners to continue its ongoing partnership with Windsor and Greeley and continue to include the O Street regional connection on the County's Functional Classification map, and continue to preserve right-of-way for the corridor as development in the area occurs.

Financial Impact:

Much of the money, time and effort Windsor has invested in the corridor to date will have been in vain if the Weld County Board of Commissioners removes the O Street Connection from their Transportation Plan and Functional

Classification Map.

Relationship to Strategic Plan:

The Town's 2018 Strategic Plan includes:

Area of Focus: Roads & Traffic

Initiatives

- Implement priorities in the Road Improvement Plan
- Complete design of Crossroads Boulevard extension

Recommendation:

Approval of Resolution 2020-78 as presented

CC:

Tom Parko, Director of Planning Services, Weld County

Elizabeth Relford, Transportation Manager, Weld County

Brad Mueller, Community Development Director, City of Greeley

ATTACHMENTS:

- ▢ Resolution 2020-78 Objecting to Abandonment of O Street Connection
- ▢ History of O Street Efforts
- ▢ Weld County Resolution Accepting O Street
- ▢ O Street Corridor Study 2008

TOWN OF WINDSOR

RESOLUTION NO. 2020-78

A RESOLUTION OF THE WINDSOR TOWN BOARD OBJECTING TO ABANDONMENT OF PLANNING EFFORTS FOR THE “O STREET CONNECTION” BETWEEN U.S. HIGHWAY 85 AND INTERSTATE HIGHWAY 25

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 maintains an integrated system of transportation infrastructure intended to promote the public health, safety and convenience; and

WHEREAS, the Town maintains a significant segment of Crossroads Boulevard from the Town’s western corporate limits to its current easterly terminus at State Highway 257; and

WHEREAS, Crossroads Boulevard continues west from the Town’s western corporate limits to an interchange with Interstate Highway 25 (“I-25”), a major transportation artery connecting Northern Colorado with the world; and

WHEREAS, a connection eastward from the current easterly terminus of Crossroads Boulevard to U.S. Highway 85 (“US 85”), another major transportation artery, has long been viewed as a vital east-west transportation link between I-25 and US 85; and

WHEREAS, the O Street corridor has long been considered as a pathway between these two federal highways linking Northern Colorado to the world; and

WHEREAS, linking Crossroads Boulevard to the O Street corridor will:

- Provide a direct connection from US 85 to I-25;
- Connect Greeley’s Island Grove Regional Park to Larimer County’s Ranch Complex; and
- Provide a critical east-west connection along the only remaining east-west route north of U.S. Highway 34 and Colorado State Highway 392;

and

WHEREAS, the Town is currently grappling with the issue of truck traffic traveling on Colorado State Highway 392 through its downtown area, and is faced with extremely limited options for alternative truck routes; and

WHEREAS, the O Street corridor is the only viable alternative truck route north of U.S. Highway 34 and Colorado State Highway 392; and

WHEREAS, Weld County, Greeley and Windsor had the foresight to identify and plan for the O Street corridor, dating back to studies beginning in the early-2000s, and all three jurisdictions have planned and built upon those studies since that time; and

WHEREAS, in reliance on these planning efforts, the O Street corridor has been included in all Town-adopted Comprehensive Plans and Transportation Master Plans since 2006; and

WHEREAS, although the majority of the O Street corridor connections will likely be constructed by the municipalities, Weld County's inclusion of the corridor in its long-range plans provides the Town and Greeley with a level of assurance that their respective municipal investments in the corridor will not go to waste; and

WHEREAS, Weld County recently contributed matching funds to a DOLA grant project to prepare initial designs through the Great Western Industrial Park ("GWIP"), leveraging public and private funding to arrive at 60% design plans for the O Street corridor; and

WHEREAS, in reliance on the 60% design plans developed in concert with Weld County and the GWIP property owner, the Town has acquired right-of-way through much of GWIP as part of recent annexation approvals; and

WHEREAS, as development in the area continues, finalization of full design plans for the O Street corridor will come about in anticipation of future public/private opportunities; and

WHEREAS, the Town is encouraged to see Weld County's planned O Street improvements in its proposed Short-Range Capital Improvement Plan, and it appears the various projects each jurisdiction is undertaking are steps toward completing the O Street corridor as long intended; and

WHEREAS, The O Street corridor connection has never been seen as a multi-year project, but is instead viewed as a multi-decade project that warrants Weld County and Greeley remaining committed to its completion; and

WHEREAS, the key effort for the Town, Greeley and Weld County at this time is to continue preserving the O street corridor right-of-way, so that future generations will have the benefit of their foresight and investment to date, in order to bring about its completion; and

WHEREAS, the Town is aware that Greeley and the Weld County Commissioners have taken steps and are considering further steps that will effectively halt any future ability to obtain right-of-way and carry out plans for the O Street connection to I-25.

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

1. The Town of Windsor urges the Weld County Board of County Commissioners to continue its ongoing partnership with Windsor and Greeley by including the O Street regional connection on the County's Functional Classification Map, and continue the preservation of right-of-way for the O Street corridor as development in the area occurs.
2. The Town of Windsor urges the City of Greeley to continue its ongoing partnership with Windsor by including the O Street corridor in its transportation planning documents, and consider the preservation of right-of-way for the O Street corridor as development in the area occurs.

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 12th day of October, 2020.

TOWN OF WINDSOR, COLORADO

By: _____
Paul Rennemeyer, Mayor

ATTEST:

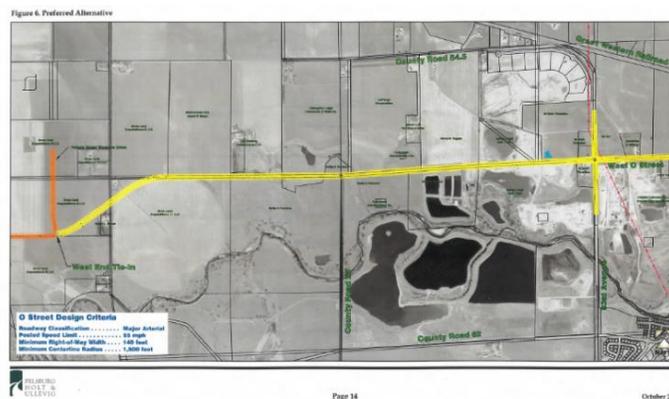
Karen Frawley, Town Clerk

[Seal]

September 28, 2020

Weld County, City of Greeley, and Town of Windsor Collaboration on O Street/Crossroads

- *Crossroads/O Street Extension Study*- Completed in 4/4/2005
 - This study focused on the potential extension of O St from 83rd Ave to SH 257.
 - Members of the technical advisory team included: City of Greeley Public Works, City of Greeley Community Development, Weld County Public Works, Weld County Planning, City of Windsor Public Works, CDOT Access Management, and State Parks.
 - The study ranked alignment alternatives using nine criteria (ex. Number of curves, Number of bridges, Cost of overall project, Number and closeness of driveways and accesses, Wetland acres impacted)
 - The study recommended a straight alignment from 83rd Ave.
- *O St Arterial Corridor Study*- Completed and adopted in 10/2008
 - Initiated by Weld County, with Windsor and Greeley as partners, and analyzes various alignment alternatives.
 - Adopted by Weld County with the preferred O St alignment shown below.
 - Study is the legal basis behind right-of-way reservation efforts in this area.

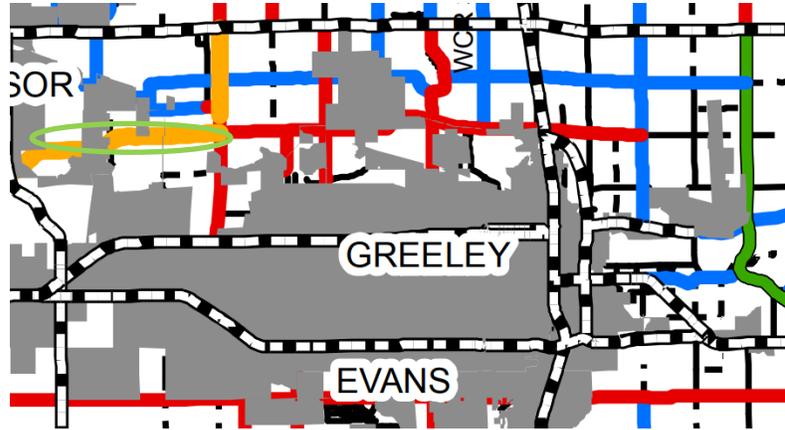


- Greeley 2035 Transportation Masterplan – May 2011
 - Identified the O Street extension west from 83rd Avenue and connecting to Crossroads Blvd.

Figure 4-1: Master Street Plan Map



- 2011, 2015 and 2017 Weld County Transportation Plans
 - Weld Functional Classification Map that's a part of the Weld Transportation master plan shows O Street extension west of 83rd Avenue in Weld County as an arterial not yet constructed.



- *Crossroads Boulevard/O Street Conceptual Design Study*- Completed 4/19/2019
 - Initiated by the City of Greeley to address the closure of O St at Hwy 85, which was a result of efforts from Weld County to remove US 85 from the UPRR right-of-way. The study analyzes an eastern O St alignment from 35th Ave to CR 66 & US 85.

Figure 1. Crossroads/O-Street Vicinity Map



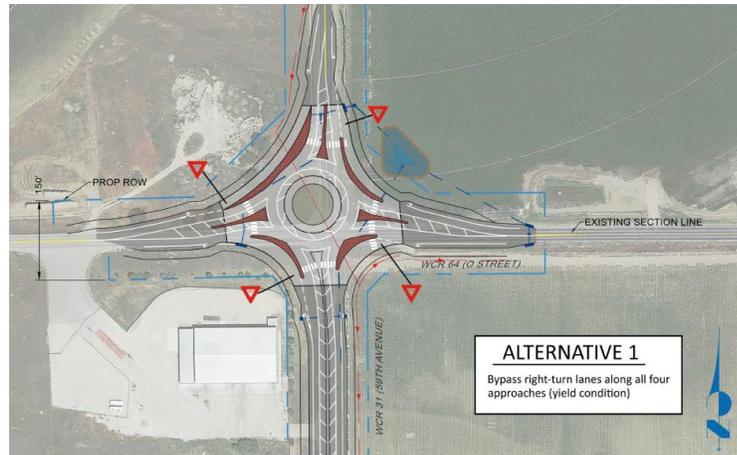
- Weld County was involved at various stages. Meetings dates:

- 10/29/2018- City of Greeley PW Building
- 12/19/2018- City of Greeley PW Building

- The design for the roundabout at 35th Ave and O St accommodates the alignment in this study.
- City and County splitting construction costs in 2021



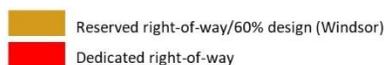
- As a regional road, the eastern extension (“swoop”) should be publicly vetted through the regional transportation planning process (i.e. County master plan). It is not a “Greeley” road, but rather a regional connector between I-25, Highway 85 and the Weld County Parkway.
- Design and construction of the O Street and 59th Avenue intersection improvements
 - City is designing and County is paying for 25% of this collaborative project on O Street.
 - Construction is scheduled for 2022.



- *CO 257 and CO 392 Network Feasibility Study*- Completed in 2019.
 - Analyzed the feasibility of routing SH 392 to connect with SH 257 at Crossroads Boulevard. The City of Greeley, Town of Windsor, Town of Severance, Town of Timnath, and Weld County were stakeholders in this study.
 - The results of the study determined that rerouting CO 392 south to Crossroads at CO 257 would not have the intended effect of drawing traffic away from Main St. Windsor.
 - The modelling efforts showed that the western O St extension would draw traffic away from both SH 392 and 10th St.

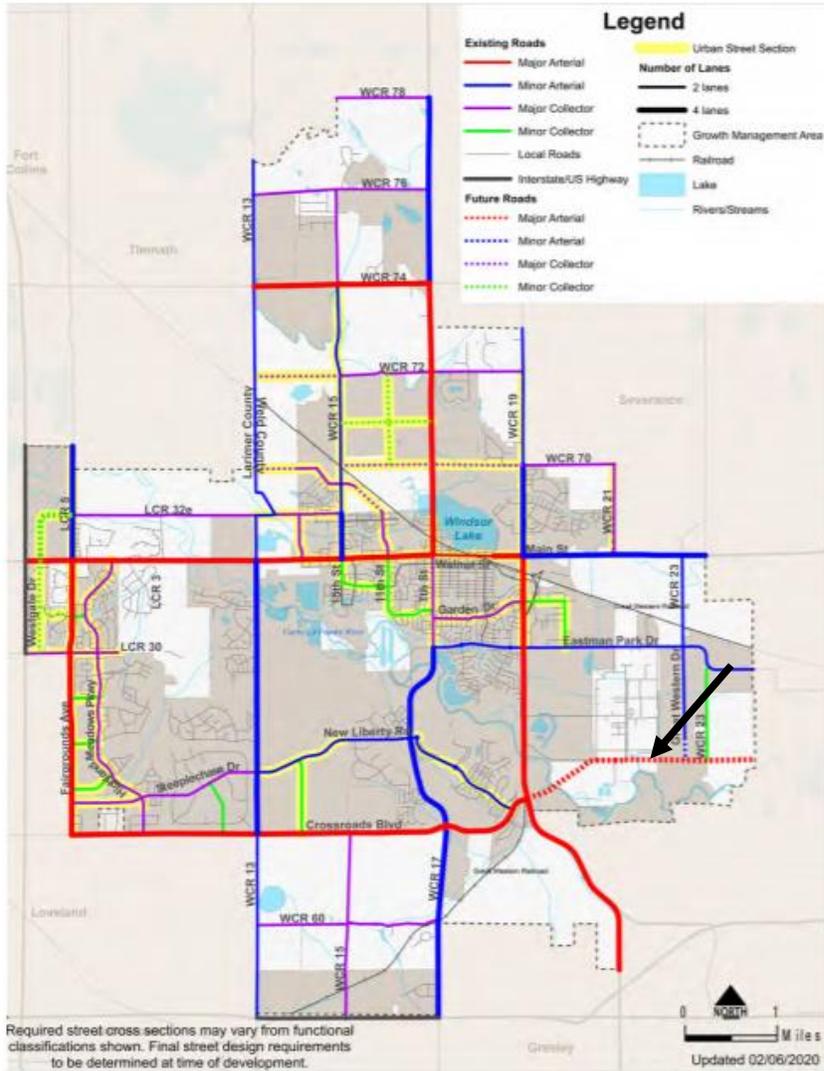


- The City of Greeley began a Transportation Map Update effort in June of 2018. Weld County was invited to a stakeholder meeting in July where they provided input on street classifications and possible alignments, specifically for WCR 29 and O St (east and west).
 - 7/19/2018- City of Greeley PW Building
- Public meetings were held during the update process to discuss the map update and future alignments of O St. Members of Weld County staff were present during these meetings and provided support during the discussions. Public meeting dates:
 - January 15th, 2019- City Center West
 - January 23rd, 2019- Family FunPlex
 - February 1st, 2019- Firestein Property
 - April 25, 2019 Presented O Street Alignment to Poudre Learning Center Board
- Right-of-way dedication and reservation – see map below
 - 2009- Parson’s Mine- right-of-way reservation (140ft)
 - 2010- Long Minor Subdivision- right-of-way dedication (70ft)
 - 2017- Poudre Learning Center- right-of-way reservation (70ft on south property line and 140ft with property boundary)
 - 2019- Windsor Great Western annexation- right-of-way reservation (140ft)
 - 2019- Firestein Recorded Exemption right-of-way reservation (140ft)
 - 2020- Town of Windsor parcel dedication (150ft)



- O Street/Crossroads in Windsor
 - Windsor completed 60% design for O Street/Crossroads from SH 257 to WCR 23. This alignment was included in the recently adopted Transportation Master Plan.
 - Weld County partially funded the design for this segment of O St.
 - Acquisitions of ROW have occurred on a number of parcels along the corridor in 2020.
 - Reservation of ROW occurred on the parcels east of WCR 23 with the Great Western Annexation in 2019 as a part of development within Windsor.

Figure 46: Recommended 2040 roadway classifications



Below is a Master Plan document from the Poudre Learning Center from 2018



Weld County Transportation Plan Public Hearing dates:
 1st reading September 30
 2nd reading October 19
 3rd reading November 9

RESOLUTION

RE: ACCEPT "O" STREET ARTERIAL CORRIDOR STUDY

WHEREAS, the Board of County Commissioners of Weld County, Colorado, pursuant to Colorado statute and the Weld County Home Rule Charter, is vested with the authority of administering the affairs of Weld County, Colorado, and

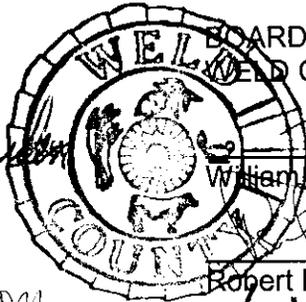
WHEREAS, previously, the Board of County Commissioners commissioned a study to determine alternative alignments for said roadway as it extends from the intersection of 83rd Avenue to State Highway 257, and

WHEREAS, the "O Street Arterial Corridor Study," dated October, 2008, identifies and recommends a "Preferred Alternative" for "O" Street, and

WHEREAS, accepting this recommendation will allow Weld County and/or affected municipalities to preserve needed rights-of-way for the recommended arterial so as to allow construction when the optimal alignment is needed, and allows for implementation in an orderly fashion with the goal of minimizing impacts to adjacent properties in the future.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Weld County, Colorado, that the "Preferred Alternative," as shown and recommended in the "O Street Arterial Corridor Study," dated October, 2008, be, and hereby is, accepted to be used by Weld County for future transportation planning for the alignment of said roadway.

The above and foregoing Resolution was, on motion duly made and seconded, adopted by the following vote on the 8th day of December, A.D., 2008.



BOARD OF COUNTY COMMISSIONERS
WELD COUNTY, COLORADO

ATTEST: Donald D. Wasden (AYE)
Weld County Clerk to the Board

William H. Jerke
William H. Jerke, Chair

Robert D. Wasden (AYE)
Deputy Clerk to the Board

Robert D. Wasden
Robert D. Wasden, Pro-Tem

BY: Jennifer Van Eaton
Deputy Clerk to the Board

William F. Garcia (NAY)
William F. Garcia

APPROVED AS TO FORM: David E. Long (AYE)

David E. Long
David E. Long

County Attorney

Douglas Rademacher (NAY)
Douglas Rademacher

Date of signature: 10/29/08



"O" Street Arterial Corridor Study

Prepared for:

Weld County
Public Works Department
P.O. Box 758
1111 "H" Street
Greeley, Colorado 80631

Prepared by:

Felsburg Holt & Ullevig
6300 South Syracuse Way, Suite 600
Centennial, CO 80111
303-721-1440

Principal: Christopher J. Fasching, P.E.
Project Manager: Jeffery W. Dankenbring, P.E.

FHU Reference No. 08-079-01
October 2008





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I. INTRODUCTION

A. Preface

Weld County's transportation system is intended to provide for the safe and efficient movement of goods throughout the county. Transportation planning is crucial to the County's future success including the local and surrounding municipalities. Success can only be achieved with an effective transportation system. The planning process goes well beyond looking at the existing needs of the transportation system; it must look well into the future to identify the needs and uses for years to come.

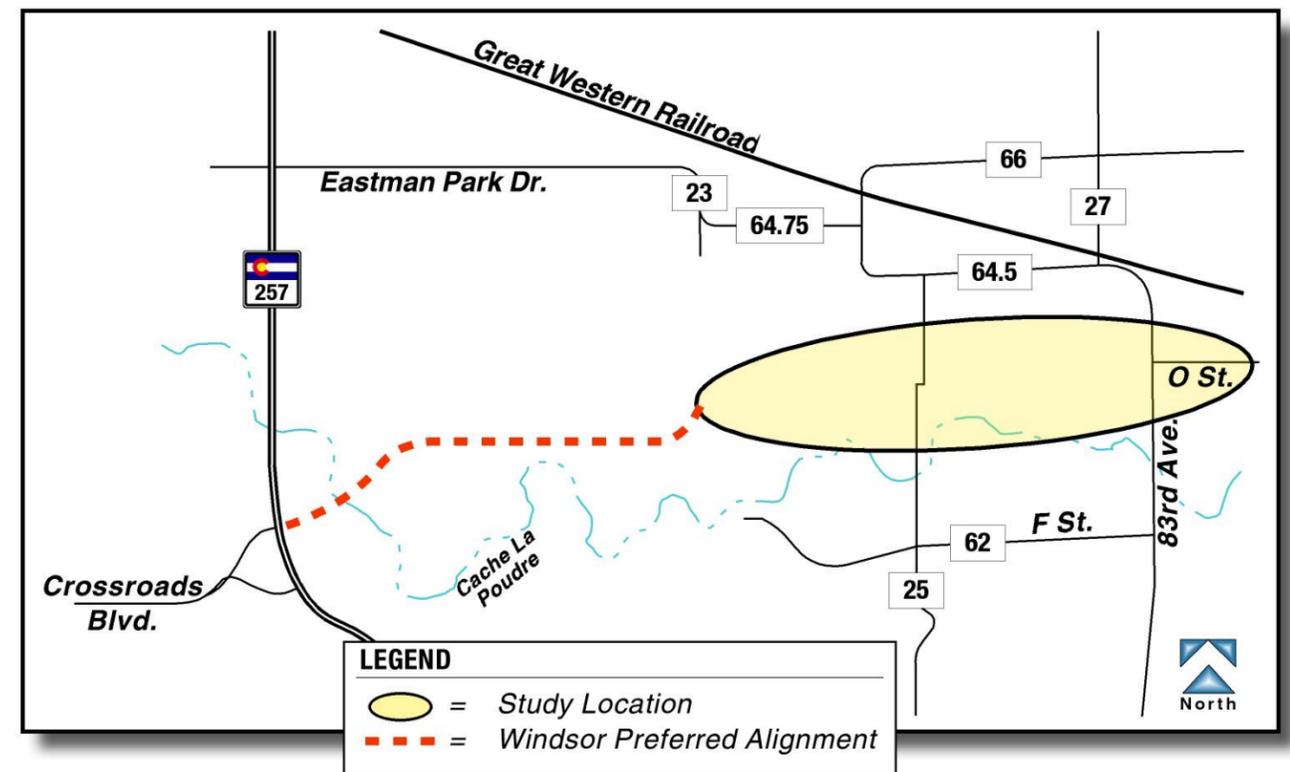
B. Project Background and Study Purpose

The purpose of this study is to establish a preferred alignment for an east-west arterial roadway between Greeley and Windsor that will extend the existing O Street to the west from the intersection of 83rd Avenue to State Highway 257 at Crossroads Boulevard thus providing a regional connection to Interstate 25. This proposed arterial will improve the east-west connectivity within the study area and provide alternatives for motorists to US Highway 34 (US 34) and State Highway 392 (SH 392). It is recognized that long-term east-west travel within the region cannot be efficiently served by US 34 and SH 392, and there is a genuine need to provide an additional east-west arterial road. Adopted plans have identified this additional facility to be O Street connecting with Crossroads Boulevard. This connection affects three jurisdictions including Windsor at the west end of the connection, Weld County (in which most of the new facility lies), and Greeley whose jurisdiction incorporates O Street further east of 83rd Avenue.

This roadway is recognized in Greeley's Transportation Plan as well as the North Front Range's Transportation Plan as a regional route. By identifying a preferred route at this time, this study will serve as a guide for Weld County and the local agencies within the project corridor to preserve rights-of-way for the arterial so that it may be constructed as needed. Planning for this roadway now will allow it to be implemented in an orderly fashion and will allow for minimized impacts in the future. The study location for this connection is shown in **Figure 1**. The western two miles of the corridor alignment has been defined through Windsor's planning efforts as far east as Weld County Road 23 (WCR 23), so this effort specifically focuses on the two-mile segment between WCR 23 and 83rd Avenue.

It is important to realize that this effort is a planning effort. The intent is to conduct just enough schematic design to assess alignment alternatives for the sake of preserving right-of-way. There is currently no funding to construct this roadway, and the necessary funds may not come to fruition for many years.

Figure 1. Study Area

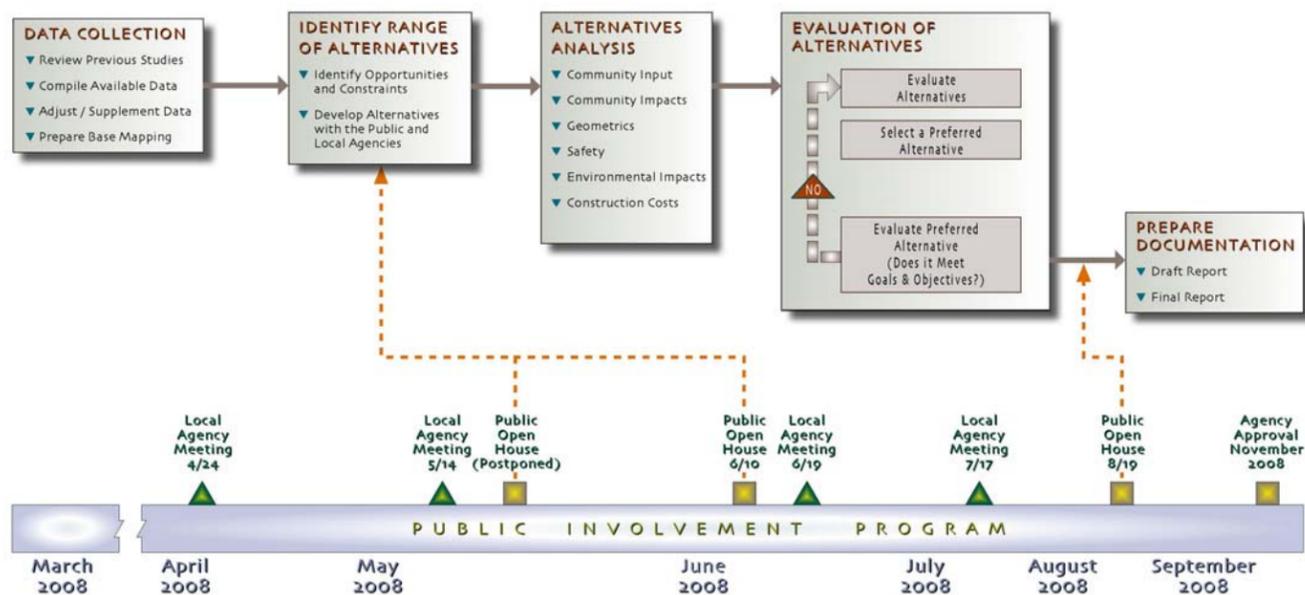


C. Study Process

The study initiated with an extensive data collection effort to better understand the opportunities and the constraints within the study area. Comprehensive plans and transportation plans from the communities located within the study area were compiled and reviewed; parcel ownership information was collected; known development plans were assembled; environmental data compiled by the County was mapped; and other relevant information was assessed. With this information and with input from the public (including representatives of the local entities), alternative alignment routes were considered for the corridor.

These alternatives were then evaluated based on a number of factors including: roadway geometry, impacts to the communities, input from the community, environmental impacts, safety, constructability and construction costs. The results of this evaluation process were then discussed with the local entity representatives, and a preferred route was preliminarily identified. The preferred route was presented to the public for comment, and additional refinements of the preferred route were made. The results of the study were then assembled into this report. **Figure 2** shows the work plan and schedule.

Figure 2. Work Plan and Schedule



D. Public Input

Local entities including the Town of Windsor and the City of Greeley have been actively involved with this planning process since its beginning. A Local Agency Advisory Group, comprised of representatives of the local governments, met four times throughout the study to provide input on data needs, the identification of alternatives, and the evaluation of those alternatives. Input from these entities has been important in the selection of the preferred route.

The general public has also been an integral part of this process. An initial open house for the project was scheduled for May 22, 2008, but had to be postponed to June 10, 2008 due to a tornado impacting the area west of the project study area and Windsor on May 22, 2008. The initial open house was conducted to receive input from the public on concerns, issues, and opportunities for potential routes through the project area. Over 30 people attended the initial open house for the project. A second and final open house for the project was held in August 19, 2008 to receive input from the public on the preliminary preferred route; again over 30 people attended.

In order to ensure maximum public involvement for both open house meetings, notification was sent to all of the property owners within the study area (approximately 300 total notices were mailed), press releases were issued by the City of Greeley and a notice was posted on the involved agencies' web sites.

The findings and recommendations shown in this report will be presented to the Board of County Commissioners for consideration of adoption.



II. EXISTING AND FUTURE CONDITIONS

A. Planning Context of Road

The full extension of O Street connecting State Highway 257 with US Highway 85 is a recognized improvement in the area long-range planning including the City of Greeley's and the Town of Windsor's long range plan. The North Front Range Metropolitan Planning Organization's (NFRMPO) long range transportation plan was updated in December 2007, and the O Street/Crossroad Boulevard arterial road was identified as a Tier 1 roadway within the US Highway 34 corridor, meaning that it should be given some priority with respect to regional arterial improvements and the funding thereof. Regionally, the east-west travel demand cannot simply be served by only US Highway 34 and State Highway 392 as growth continues to occur; an additional major east-west road between these two state facilities is also needed according to these agencies' long-range plans.

From Interstate 25, Crossroads Boulevard has been built as far east as State Highway 257. East of this point, Windsor has established an alignment for two additional miles as part of their planning efforts. The "missing piece" relative to planning this roadway is the next segment to the east extending from Weld County Road 23 to 83rd Avenue. East of 83rd Avenue, O Street is planned to be improved and widened to four lanes when traffic volumes warrant additional lanes. The existing curves in O Street between 59th Avenue and 35th Avenue will also be improved when traffic volumes warrant these improvements.

B. Collected Data Information

The information that was collected during the data collection process served as the basis for creating and evaluating alternative alignments. The sources of the data collection were Weld County, local municipalities, and the Colorado Division of Wildlife. Available existing land use plans, transportation plans and specific development plans were compiled as well as aerial photography, right-of-way and parcel ownership information, environmental considerations, and United States Geological Survey (USGS) topographic information. All of this information was assembled to determine the physical characteristics of the study area.

As part of the data collection effort, several comprehensive plans and transportation plans from the communities in the corridor were collected. The plans include the following:

- ✓ Greeley Comprehensive Transportation Plan (June 2002)
- ✓ The North Front Range 2035 Regional Transportation Plan (December 2007)
- ✓ Windsor Transportation Study (November 1999)
- ✓ (Windsor) 2006 Update of 2002 Comprehensive Plan (Adopted January 2007)

Existing environmentally sensitive areas were obtained from the County's GIS department that revealed floodplains in the immediate area. In addition, the primary environmental consideration in this study is the impact to a residential use located just west of the O Street and 83rd Avenue intersection where the Firestein's house has existed for many years.

GIS information obtained from the County included the following:

- ▶ Parcel Boundaries
- ▶ Planned Land Uses
- ▶ Existing Floodplain Limits
- ▶ Jurisdictional Boundaries
- ▶ Aerial Photography

This information was subsidized with field observations that collected other pertinent data required for this study such as:

- ▶ Existing Utility Information (including Gas and Oil Features)
- ▶ Residence and Other Structure Locations
- ▶ Drainageways and Drainage Facilities (Ditches, Pipes, etc.)

These areas are shown on **Figure 3**. Most of the environmental areas are concentrated around the Cache La Poudre River.



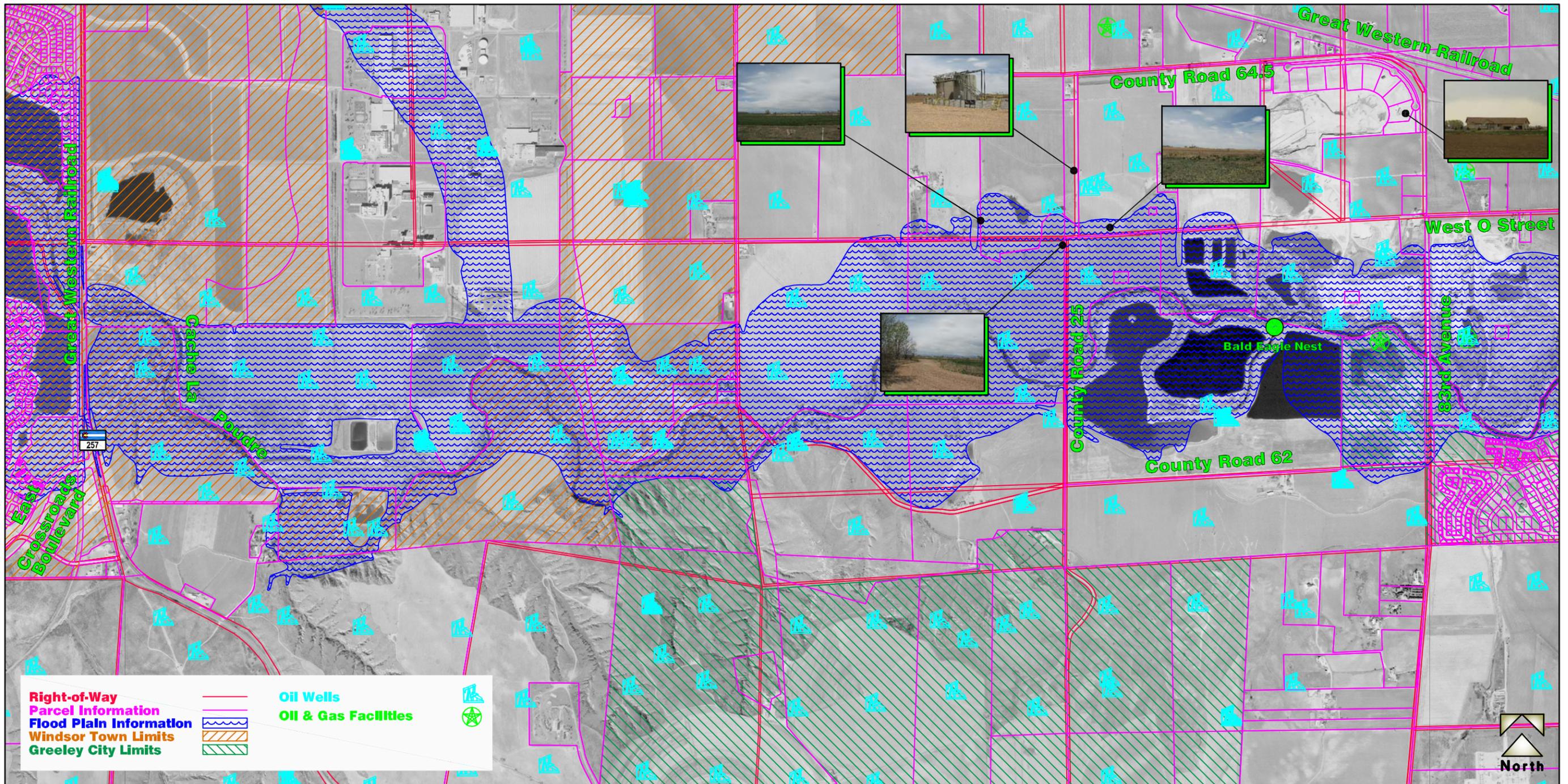
C. Cache la Poudre River National Heritage Area (CLPRNHA)

The portion of the Cache la Poudre River, which is located adjacent to the study area, is designated as a National Heritage Area. The Cache la Poudre River National Heritage Area (CLPRNHA) was the first National Heritage Area designated west of the Mississippi River. The CLPRNHA includes a planning designation within the 100-year flood plain of the Cache la Poudre River and extends west along the Cache la Poudre River into Larimer County to the edge of the Roosevelt National Forest and east along the Cache la Poudre River beyond Greeley approximately ¼ mile west of the confluence with the South Platte River. The Poudre Heritage Alliance (PHA), a non-profit organization, was established to guide programs and activities for the CLPRNHA as part of its management function. The law that established the CLPRNHA states that the PHA's role and authority is limited to interpretation, education, and preservation programs. The law establishing the CLPRNHA expressly forbids the PHA from owning or regulating water and/or property rights. For this study, the PHA should be considered a stakeholder in terms of planning for this transportation project. Future design and planning activity should include coordination with the PHA.

Historical and archaeological resources (collectively referred to as *cultural resources*) that are considered to be significant are afforded protection by federal legislation including the National Historic Preservation Act of 1966 (as amended) and Section 4(f) of the US Department of Transportation Act of 1966 (as amended). Cultural resources are evaluated for significance in terms of eligibility for inclusion on the National Register of Historic Places (NRHP). To be considered significant, cultural resources must generally be more than 50 years old, possess sufficient integrity, and meet one or more of the NRHP evaluation criteria as specified in 36 Code of Federal Regulations (CFR) 60. In addition to cultural resources, publicly owned parks, recreation area, and wildlife/waterfowl refuges are also afforded protection under Section 4(f) of the US Department of Transportation Act of 1966.

Based on preliminary coordination with Amy Pallante, National Historic Preservation Act Section 106 Coordinator for the Colorado Historical Society (CHS)/Office of Archaeology and Historic Preservation (OAHP) regarding the status of the CLPRNHA as a National Heritage Area (CHS/OAHP, 2004), the CLPRNHA as a planning designation does not automatically qualify as being eligible for inclusion on the NRHP. Publicly owned parks, recreation area, and wildlife/waterfowl located within the CLPRNHA are afforded protection under Section 4(f) of the US Department of Transportation Act of 1966; however, the CLPRNHA is considered a planning designation rather than a publicly owned park, recreation area, and/or wildlife/waterfowl refuges and would not be significant; and therefore, would not be afforded protection under Section 4(f) of the US Department of Transportation Act of 1966.

Figure 3. Land Use/Environmentally Sensitive Areas





III. IDENTIFICATION OF ALTERNATIVES

A. Design Parameters

Basic design parameters were established for this study in developing alternatives. These parameters were discussed with the local agency group, and it was agreed that some flexibility should be exercised in certain areas pending the nature of the surroundings. Design parameters were determined as follows:

- ▶ Classification is a major arterial road
- ▶ Right-of-way width is a minimum of 140 feet (Additional right-of-way may be required for auxiliary lanes at major intersections that turn north-south). This roadway, in its entire length, will pass through three different jurisdictions, so the roads specific cross-section may vary along its length.
- ▶ The anticipated typical cross-sections are shown in **Figure 7**.
- ▶ The design speed for this proposed arterial is anticipated to be 55 MPH.
- ▶ Construction of this arterial will be dependant on new development and may require that half of the typical section or two lanes be built initially with the entire roadway being built as traffic demands increase and warrant additional lanes.

B. Construction and Right-of-Way Schedule

At this point in time, there is no specific schedule for purchasing rights-of-way and constructing this arterial. The construction schedule for this arterial route will be highly dependent on the growth patterns in the area. Weld County and the local agencies within the project corridor will use this study as a basis to obtain rights-of-way for the arterial as development occurs. Road rights-of-way will either be acquired through landowner dedication or purchased by the governing agency. Furthermore, development in the area will be required to participate in road improvements based upon specific traffic impacts. The County and local agencies within the project corridor will ultimately be responsible for those portions not funded by developments.

C. Generation of Alternatives

Several alignment alternatives were identified for the project area. The alternatives were generated based on input received from the public and the local agencies. Initial alternatives were sent to the local agencies for comment and they were then refined. Developing new alternatives and refinements of existing alternatives has been an ongoing effort given the additional public and local agency input. The alternatives that were considered in this study are shown on **Figures 4 and 5**.

Two primary alignment alternatives were considered for the entire two-mile corridor, and then one of these alignments had several sub-alternatives in the vicinity of the 83rd Avenue and O Street intersection. One of the overall corridor alternatives was to maintain a relatively straight alignment of O Street (heading west from 83rd Avenue) to tie into Crossroads Boulevard near Great West Drive. The other overall corridor alternative included routing the east-west arterial up from 83rd Avenue to Weld County Road 64.5, which is one-half mile north of O Street extended. Heading west, this second corridor alignment would then shift back south to tie into Crossroads Boulevard near Great West Drive. **Figure 4** shows the corridor alternatives considered in this study.

The straight alignment shown in Figure 4 included several sub-alternatives, all focused on the 83rd Avenue and O Street intersection. **Figure 5** shows these sub-alternatives. Besides the straight through version, three other alignments were identified in an attempt to bypass the existing homes and other surrounding features. Two alignments were identified around the north side of the Firestein's residences and one around the south side of the residences, labeled Alternative A, B C and D. Each of these alternatives is explained in detail later in this report as part of the evaluation.

Figure 4. Corridor Alternatives

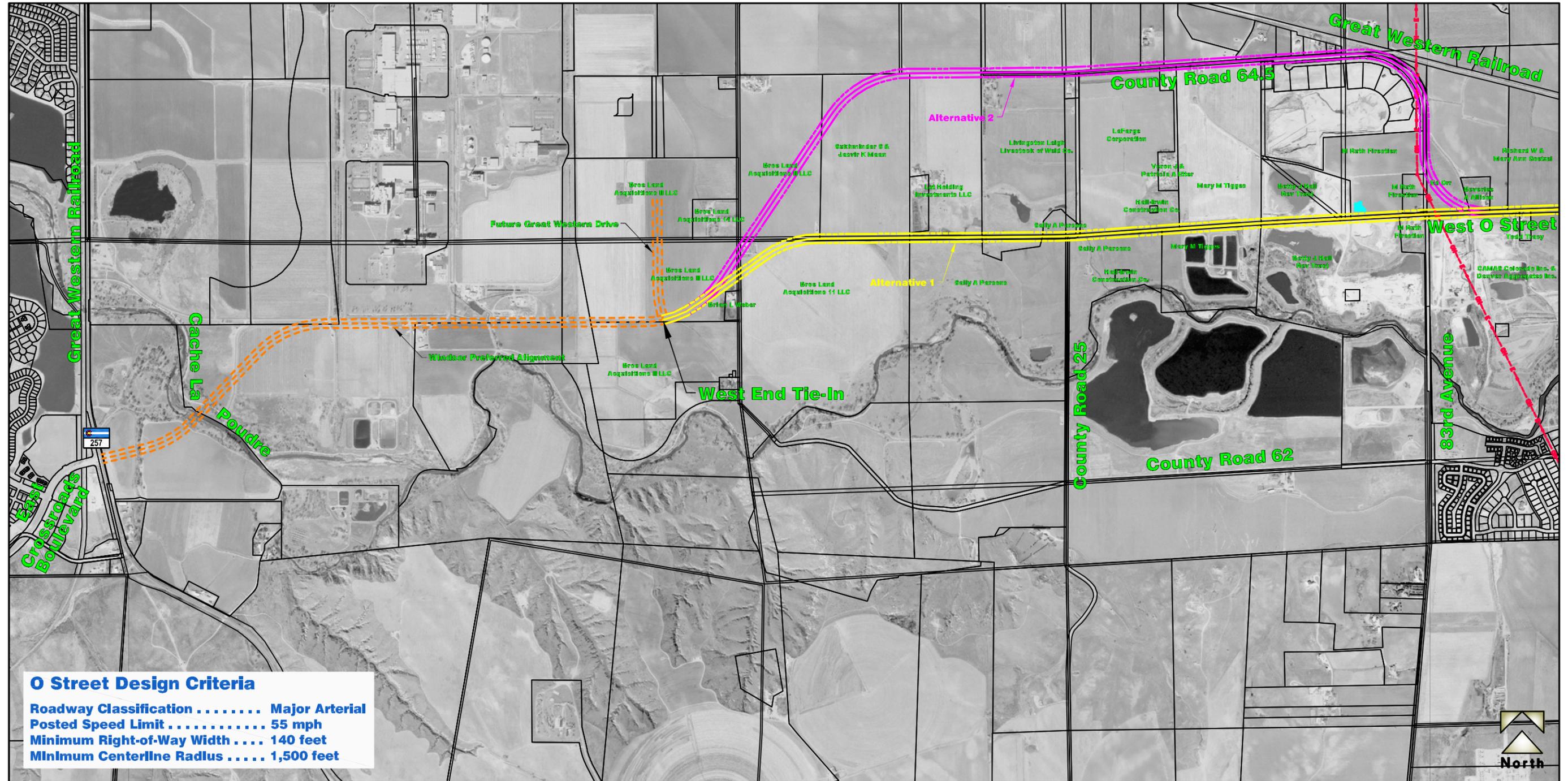
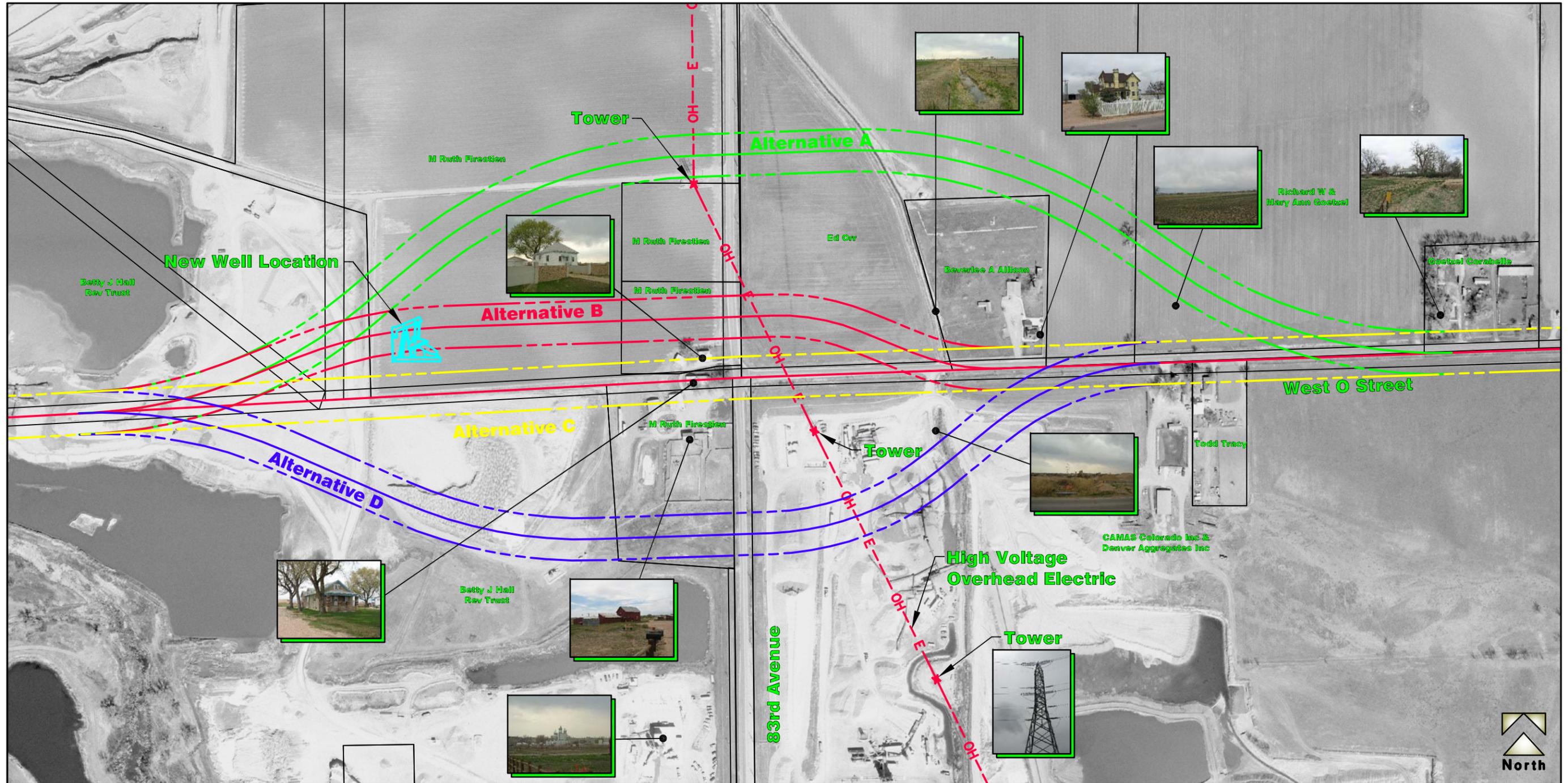


Figure 5. 83rd Avenue and O Street Intersection Alternatives





IV. EVALUATION OF ALTERNATIVES

The alternative analysis was conducted in two phases to compare corridor alternatives and then to compare sub-alternatives at the 83rd Avenue and O Street intersection. The same considerations were used in both alternatives. These include:

- ◆ **Community Input** - Refers to the general public opinion for the alternative alignments simply measured as favorable or not.
- ◆ **Community Impacts - Right-of-Way Impacts** is a measure of the amount and number of severed parcels, proximity impacts, and/or displaced residences that would be required of existing and future developments in order to construct the alternative. *Current and Future Development Impacts* is a measure of consistency with current and future residential and commercial development plans.
- ◆ **Geometrics** - Geometrics are a measure on how well the alternative achieves the preferred design criteria established by the local agencies.
- ◆ **Safety** - Safety is a measure of expected conflict points for the traveling public and improvement of existing problems or high accident locations.
- ◆ **Environmental Impacts** - Refers to unfavorable impacts to known environmental conditions. This would include a measure of the alternative's impact on the existing flood plain and/or existing drainage facilities. This would also include any impacts to known existing historical buildings or sites or mining hazards.
- ◆ **Construction Costs** - Construction Cost is a relative comparison of costs to construct the alternative.

These factors were the cornerstone of the evaluation process. Each factor was discussed by the seven-member committee, but each member individually scored the alternatives for each criterion listed above. More specifically, members rated each alternative on a scale of one to five (one being best), and scores for the six criteria above were simply summed as a means for members to identify their individual preferred alternatives. Committee members were made up of representatives from Weld County, Greeley, Windsor, and Felsburg Holt & Ullevig.

A. Corridor Alternatives

As mentioned, two corridor alternatives were considered in this study. One maintained a straight alignment along O Street (Alternative 1) while the other made use of 83rd Avenue up to Weld County Road 64.5 (heading east to west) and then shifting back south at approximately Weld County Road 23.5 to the future Crossroads Boulevard alignment (Alternative 2).

From the analysis, all seven of the committee members unanimously choose Alternative 1, which maintains the alignment along O Street. From the Committee's scoring, the following summarizes the Committee's thoughts in evaluating these alternatives.

- ▶ **Community Impact/Input** – The scoring for these areas was mixed among the Committee. While Alternative 1 would impact the existing couple of homes just west of the 83rd Avenue and O Street intersection, Alternative 2 would impact the Shiloh neighborhood as well as residents living along Weld County Road 64.5. While Alternative 2 could make use of existing roadways already in place, there would still need to be additional rights-of-way needed, and a greater number of homes would be disturbed by Alternative 2 as opposed to Alternative 1. However, Alternative 1 requires an entire take of several houses. It should be noted that long-range plans include extending 83rd Avenue straight north across the Great Western Railroad in the proximity of Weld County Road 64.5, potentially via a grade-separated crossing. Establishing a safe intersection between Weld County Road 64.5 and 83rd Avenue will create some extreme challenges due to 83rd Avenue likely needing to be elevated. Even if left at-grade, an intersection between major roadways like these are envisioned to be in the future creates a safety issue when located very close to a railroad crossing. Besides the geometric challenges, both the Railroad and the Public Utilities Commission would need to accept and approve any future roadway crossing configuration of the railroad; establishing Weld County Road 64.5 as part of a major east-west arterial facility will add significant complication to any future railroad crossing configuration, perhaps to the point of being cost-prohibited. The average score for Alternative 1 was 2.5, and the score for Alternative 2 was approximately 3.7 (averaging Community Input and Impacts together).
- ▶ **Geometrics** – The scoring for each member consistently favored Alternative 1. The straighter alignment allows for improved design speeds along the corridor. In addition, Alternative 1 does not take drivers out of direction, heading east to west, when considering that this road ultimately will connect with Crossroads Boulevard which is south of the O Street alignment. There would also be issues with rights-of-way between the Shiloh neighborhood and the railroad line. The average score for Alternative 1 was 1.0, and for Alternative 2 it was 3.9.
- ▶ **Safety** – This was another area where the Committee felt that Alternative 1 was a clear winner over Alternative 2. Far fewer curves, less length of road, and better access management were among the considerations of the Committee, which favored Alternative 1. Average score for Alternative 1 was 1.1 and 4.0 for Alternative 2.
- ▶ **Environmental Impacts** – This was not a major differentiator with respect to scoring the two corridor alternatives. There were some minor differences in members' preferences, but all scoring was 3 or better. Average score for Alternative 1 was 1.9, and for Alternative 2 it was 2.1.
- ▶ **Construction Costs** – Conceptual cost estimates for the two corridor alternatives slightly favor Alternative 1. Alternative 2 has a cost of approximately \$8.3 million while Alternative 1 has a cost of \$7.1 million. Committee member scoring was quite variable in terms of this difference as different members placed a different weight on the \$1.2 million difference, but every member favored Alternative 1. Average score for Alternative 1 was 1.3, and for Alternative 2 it was 3.7.

The final result of this corridor evaluation effort was the selection to not utilize Weld County Road 64.5 and 83rd Avenue as a means of providing east-west continuity in this area. Maintaining the alignment on approximately O Street is the preferred alignment from the Committee members, and this was a unanimous decision. The next steps include analyzing the sub-alternatives at the 83rd Avenue and O Street intersection.



B. 83rd Avenue and O Street Intersection

Four sub-alternatives were considered at the 83rd Avenue and O Street intersection. The intent with these alternatives is to consider alignments that might be less impactful to the existing homes just west of 83rd Avenue. Clearly, there are tradeoffs when considering alternatives, so the Committee worked through the same grading process using the six criteria.

Table 1 shows an evaluation matrix for this analysis in which the scoring of all the Committee members have been averaged.

Table 1. Evaluation Matrix - Average of Committee Scoring

Evaluation Criteria	Alternative A (Green Alignment)	Alternative B (Red Alignment)	Alternative C (Yellow Alignment)	Alternative D (Blue Alignment)
	Scoring (1 - 5, 1 best)	Scoring (1 - 5, 1 best)	Scoring (1 - 5, 1 best)	Scoring (1 - 5, 1 best)
Community Input				
General Public Opinion of Alternative	4.3	3.4	2.6	1.0
Votes Received at Public Open House	0	1	3	14
Community Impacts				
Right-of-way Impacts	3.6	1.8	3.4	2.5
Current and Future Development Impacts	4.0	2.7	3.0	2.1
Average for Community Impacts	3.80	2.25	3.20	2.30
Geometrics				
Design Criteria Achieved	1.7	2.9	1.0	2.6
Safety				
Safety	2.8	2.7	1.3	2.9
Environmental Impacts				
Flood Plain/Drainage Facilities/Historical Buildings/Mining Hazards	2.0	1.9	2.4	2.1
Construction Cost				
Construction Cost	3.4	1.1	1.7	3.8
	\$2,140,000	\$1,290,000	\$1,490,000	\$2,390,000

The criteria are scored from 1 to 5 with 1 being the best.



Alternative A (Green Alignment)

- ▶ **Community Input**
 - ✓ Did not receive any votes during Public Open House *(Negative Impact)*
- ▶ **Community Impacts**
 - ✓ Does not Require Relocations of any Residences *(Positive Impact)*
 - ✓ Shifts O Street North Away from Existing Residences *(Positive Impact)*
 - ✓ Bisects Future Mining Operations Area for Aggregate Industries *(Negative Impact)*
 - ✓ Realigns Access to Beverlee Allison parcel *(Negative Impact)*
 - ✓ Impacts the existing residence of Beverlee Allison with headlight glare *(Negative Impact)*
- ▶ **Geometrics**
 - ✓ Achieves Established Design Criteria *(Positive Impact)*
- ▶ **Safety**
 - ✓ Creates out-of-direction travel to the north *(Negative Impact)*
- ▶ **Environmental Impacts**
 - ✓ Does not have any known environmental impacts *(Positive Impact)*
- ▶ **Construction Costs**
 - ✓ Ranks 3rd in anticipated construction costs of the four alternatives *(Negative Impact)*
 - ✓ Does not utilize existing right-of-way/roadway; therefore, construction costs is higher *(Negative Impact)*

Alternative B (Red Alignment)

- ▶ **Community Input**
 - ✓ Only received 1 vote during Public Open House *(Negative Impact)*
- ▶ **Community Impacts**
 - ✓ Does not require relocations of any residences *(Positive Impact)*
 - ✓ Does not bisect future mining operations area for Aggregate Industries *(Positive Impact)*
 - ✓ Utilizes a majority of the existing right-of-way for O Street *(Positive Impact)*
 - ✓ Does become in close proximity to northern Ruth Firestien residence *(Negative Impact)*
- ▶ **Geometrics**
 - ✓ Does not achieve Design Criteria (40 mph posted speed limit) *(Negative Impact)*
- ▶ **Safety**
 - ✓ Shifts current O Street alignment slightly to the north with reverse horizontal curves *(Positive Impact)*
- ▶ **Environmental Impacts**
 - ✓ Does not have any known environmental impacts *(Positive Impact)*
- ▶ **Construction Costs**
 - ✓ Ranks 1st in anticipated construction costs of the four alternatives *(Positive Impact)*

Alternative C (Yellow Alignment)

- ▶ **Community Input**
 - ✓ Received 3 votes during Public Open House *(Negative Impact)*
- ▶ **Community Impacts**
 - ✓ Does not bisect future mining operations area for Aggregate Industries *(Positive Impact)*
 - ✓ Utilizes a majority of the existing right-of-way for O Street *(Positive Impact)*
 - ✓ Adversely impacts both Ruth Firestien's residences *(Negative Impact)*
- ▶ **Geometrics**
 - ✓ Achieves Established Design Criteria *(Positive Impact)*
- ▶ **Safety**
 - ✓ Accommodates driver expectancy with a straight roadway and connection to the west *(Positive Impact)*
- ▶ **Environmental Impacts**
 - ✓ Does not have any known environmental impacts *(Positive Impact)*
- ▶ **Construction Costs**
 - ✓ Ranks 2nd in anticipated construction costs of the four alternatives *(Positive Impact)*

Alternative D (Blue Alignment)

- ▶ **Community Input**
 - ✓ Received the most votes at the Public Open House *(Positive Impact)*
- ▶ **Community Impacts**
 - ✓ Does not Require Relocations of any Residences *(Positive Impact)*
 - ✓ Shifts O Street south away from existing residences *(Positive Impact)*
 - ✓ Impacts existing asphalt batch plan of Aggregate Industries *(Negative Impact)*
- ▶ **Geometrics**
 - ✓ Does not achieve Design Criteria (45 mph posted speed limit) *(Negative Impact)*
- ▶ **Safety**
 - ✓ Creates out-of-direction travel to the south *(Negative Impact)*
- ▶ **Environmental Impacts**
 - ✓ Is on the fringe of the flood plain limits *(Positive Impact)*
- ▶ **Construction Costs**
 - ✓ Ranks 4th in anticipated construction costs of the four alternatives *(Negative Impact)*
 - ✓ Does not utilize existing right-of-way or roadway; therefore, construction costs is higher *(Negative Impact)*



C. Summary of Evaluation

The Committee considered all of the above points as well as others in their deliberations, in choosing a preferred alternative. From these proceedings, members were asked to rank their alternative preference. Table 2 shows the results of this process. From this, Alternative C was identified by the Committee to be the preferred alignment. This alternative would maintain O Street in a straight alignment continuing west from 83rd Avenue.

Table 2. Evaluation Matrix Rankings (1st, 2nd, 3rd, 4th)

	Alternative A (Green Alignment)	Alternative B (Red Alignment)	Alternative C (Yellow Alignment)	Alternative D (Blue Alignment)
Committee Member 1	4	3	2	1
Committee Member 2	4	3	1	2
Committee Member 3	2	3	1	4
Committee Member 4	3	2	1	3
Committee Member 5	4	2	1	2
Committee Member 6	4	2	3	1
Committee Member 7	4	3	1	1
Average Ranking (lowest score is preferred)	3.57	2.57	1.43	2.00
	4th	3rd	1st	2nd
	PREFERRED ALTERNATIVE			



V. RECOMMENDATIONS

A. Alignment

Upon completion of the evaluation process, the local agency committee settled on a preferred alternative that included maintaining a straight alignment along O Street heading west from 83rd Avenue. The Committee's preference for this alignment was driven by the safety associated with maintaining a straight alignment and by the relatively lower cost, also due to maintaining a straight alignment. However, the notion of realigning O Street to the south at 83rd Avenue (Alternative D) to avoid several homes just west of 83rd Avenue should not be entirely dismissed. The Committee's preferred alignment is shown in **Figure 6**, and typical cross-sections are shown in **Figure 7**.

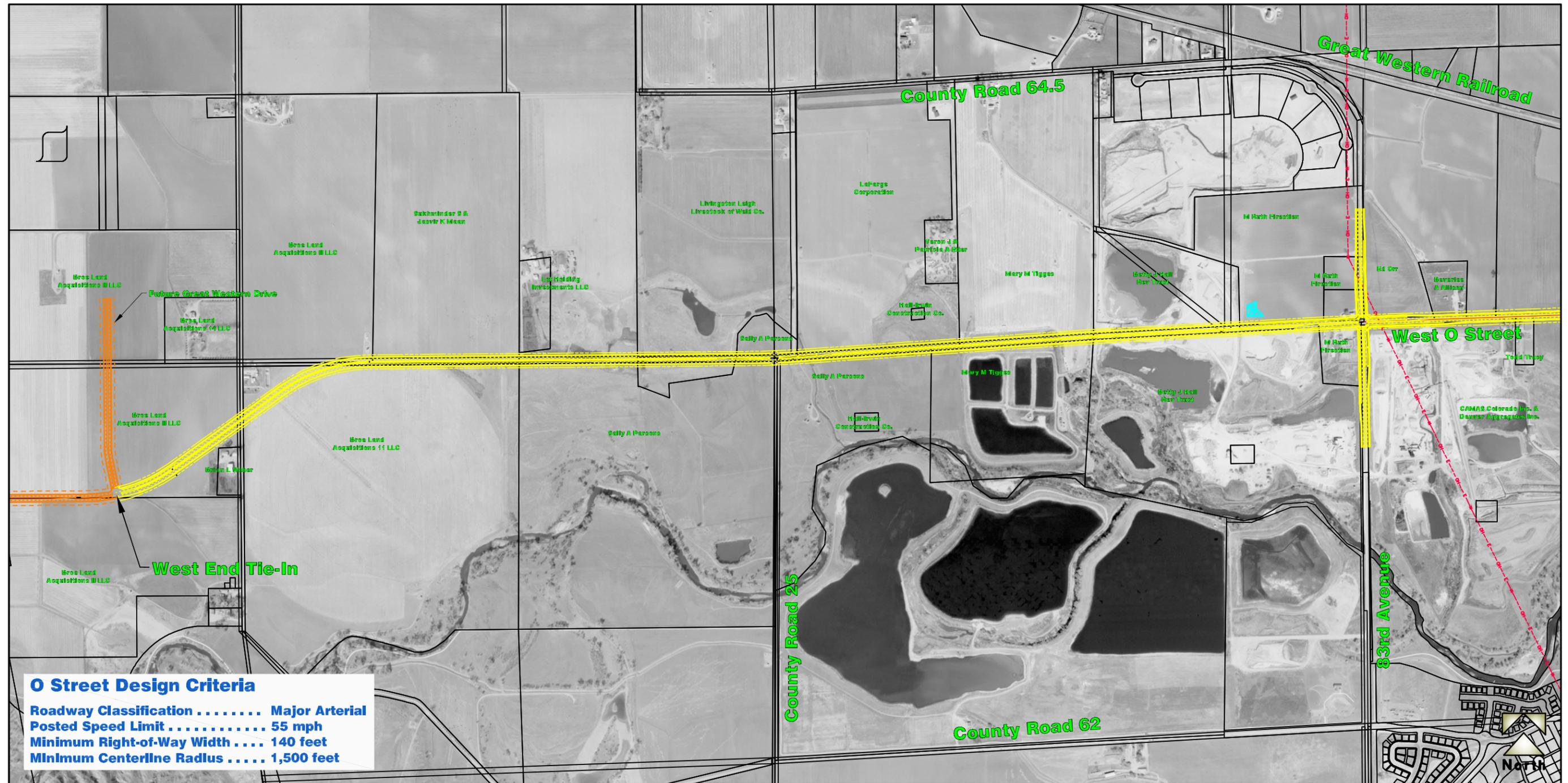
B. Study Implementation Process

The results of this study are simply to provide a guide to assist in the future design and preservation of this road facility's right-of-way. There is not any funding at this time identified to see the construction of this road come to fruition in the near future. The funding sources are unknown, and it could be many years before any roadway construction begins.

C. Arterial Implementation Process

At this point in time, there is no specific schedule for the construction of this arterial. The construction schedule will be highly dependent on the growth and development that occurs in the area. Weld County and the municipalities within the project corridor will use this study as a basis to preserve rights-of-way for the arterial as development occurs. Rights-of-way not preserved through the development process may be purchased as needed. Furthermore, it is anticipated that developments adjacent to the arterials will be responsible for the construction as a means to mitigate their impacts. Based on conceptual cost estimates that were prepared for this study, it is anticipated that construction for this arterials could be approximately \$3 to \$4 million per mile. The County and local municipalities in the corridor will be responsible for those portions not funded by developments.

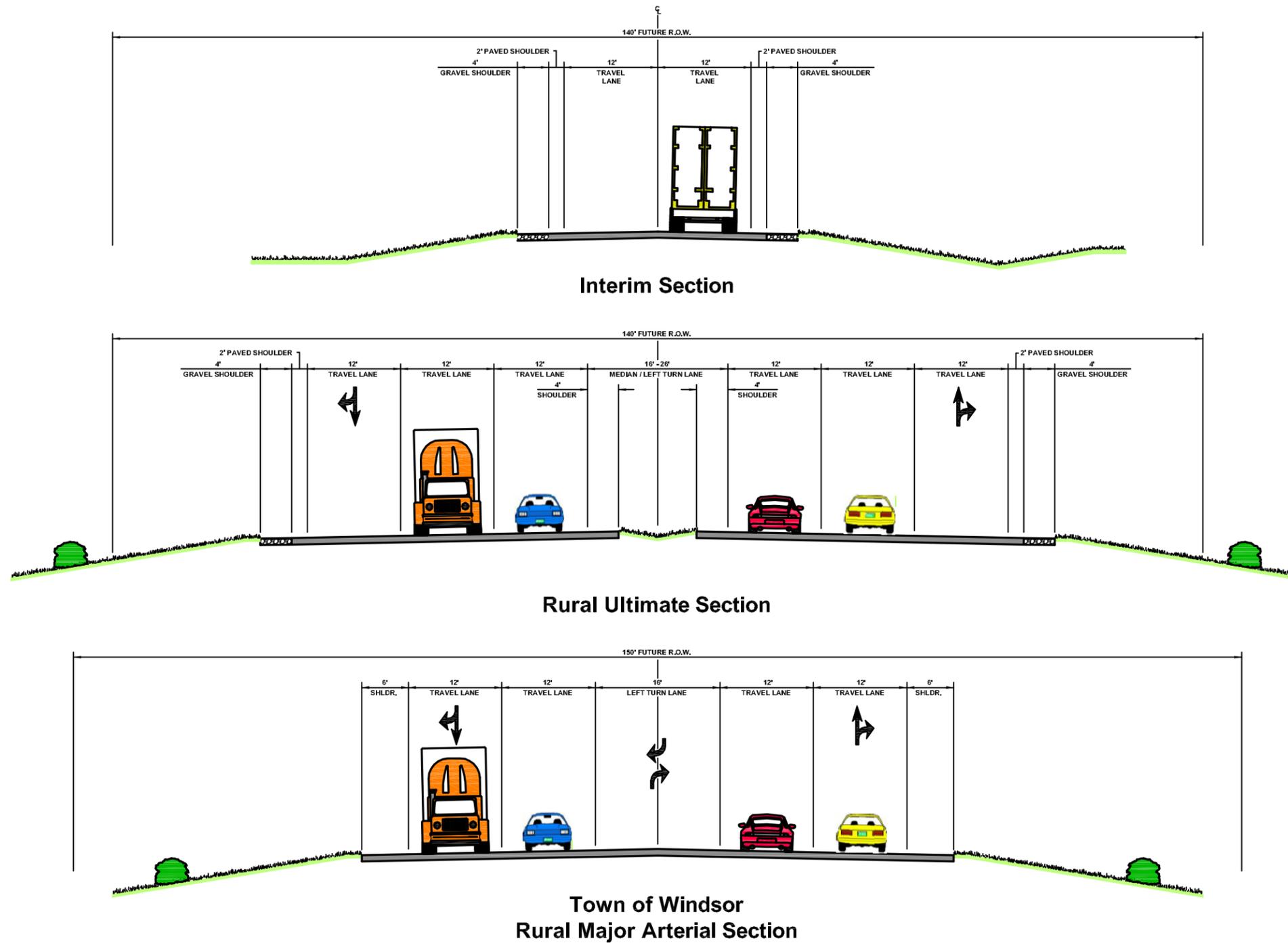
Figure 6. Preferred Alternative



O Street Design Criteria

Roadway Classification	Major Arterial
Posted Speed Limit	55 mph
Minimum Right-of-Way Width	140 feet
Minimum Centerline Radius	1,500 feet

Figure 7. Typical Cross-Sections





MEMORANDUM

Date: October 12, 2020
To: Mayor and Town Board
Via: Shane Hale, Town Manager
From:
Re:
Item #: 3.a.

ATTACHMENTS:

- ▢ Monthly Board Report



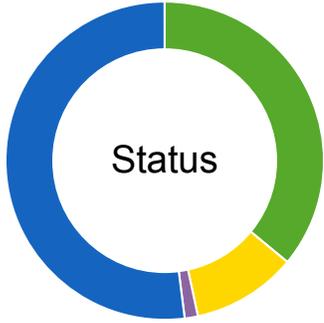
Monthly Board Report

Town Strategic Plan

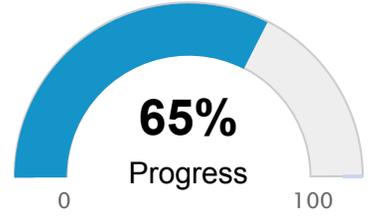
Report Created On: Oct 07, 2020

5	17	75
Focus Area	Goal	Action Step

Overall Summary



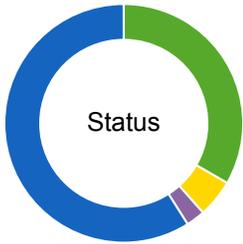
	%
● On Track	36.0
● Some Disruption	10.67
● Upcoming	1.33
● Completed	52.0



Plan Summary

Focus Area 1

Owner: Shane Hale

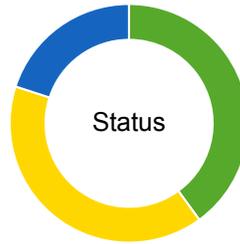


	%	#
On Track	33.33	13
Some Disruption	5.13	2
Upcoming	2.56	1
Completed	58.97	23

Infrastructure

Focus Area 2

Owner: Shane Hale

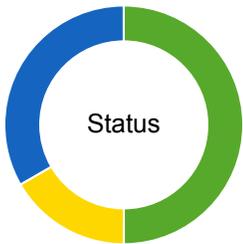


	%	#
On Track	40.0	4
Some Disruption	40.0	4
Completed	20.0	2

Quality of Life

Focus Area 3

Owner: Shane Hale

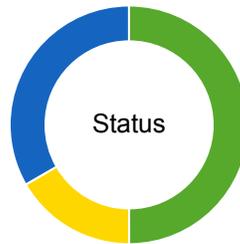


	%	#
On Track	50.0	3
Some Disruption	16.67	1
Completed	33.33	2

Small Town Feel

Focus Area 4

Owner: Shane Hale

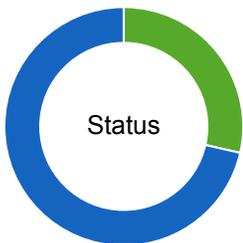


	%	#
On Track	50.0	3
Some Disruption	16.67	1
Completed	33.33	2

Economic Sustainability and Vibrancy

Focus Area 5

Owner: Shane Hale



	%	#
On Track	28.57	4
Completed	71.43	10

Safety

Focus Area 1

Progress 70%



Infrastructure

Owner: Shane Hale

	%	#
● On Track	33.33	13
● Some Disruption	5.13	2
● Upcoming	2.56	1
● Completed	58.97	23

Many of our street improvement projects are underway, through different stages of design, review, and capital construction. The widening of Harmony Road from Duncroft Drive to CR15 was completed in August. Plans have been submitted to CDOT to widen SH395 at LCR5, and the Town hopes for approvals soon so we can begin improving that intersection this year. Additionally, work has begun on LCR5 that will widen it to 4 lanes to LCR30, as well as add roundabouts to key intersections.

The Town has identified securing our water future as a key strategic goal, and there are many efforts underway concurrently to this end. Work in 2020 will include ongoing conversations with our three water providers (North Weld County Water District, Ft. Collins-Loveland Water District, and the City of Greeley) regarding opportunities to collaborate for the benefit of Windsor residents. These conversations include but are not limited to bulk water leases, water right acquisitions and partnership in capital projects. The Town is also working with the Towns of Severance and Eaton, as well as with the Ft. Collins-Loveland Water District, on the acquisition of a 100-acre parcel as the site of our future water treatment plant, which will treat water acquired through the Northern Integrated Supply Project (NISP). The Town is collaborating with the City of Greeley, City of Ft. Collins and City of Loveland at a very high level to discuss water security in Northern Colorado through our joint efforts with the Community Foundation of Northern Colorado.

Additionally, the largest project that the Town is involved with is the Northern Integrated Supply Project (NISP), which will net the Town 3,300 acre-feet of water and will help us meet our future water demand. Town officials testified in August in Larimer County through their 1031 regulatory process and was very happy that the BOCC approved the 1031 permit for the project. Additionally, it is anticipated that the Corps of Engineers will issue its record of decision (ROD) on the project later this year.

Due to the uncertainty of the Town's budget following COVID-19 and the local oil and gas industry, we are placing the Town Hall remodel on hold this year. Three architectural firms were interviewed in late April and Infusion Architects has been hired to complete the design in 2020. If the budget allows, the intent is to complete the remodel/construction in 2021.

Goal 1.1

Progress 100%



Adopt a Multi Modal Transportation Master Plan

Owner: John Thornhill

	%	#
● Completed	100.0	3

Action Step 1.1.1

Ongoing - Mar 09, 2020

Completed

Progress 100%

Prepare a Multi Modal Transportation Plan (TMP)

Owner: Scott Ballstadt

Cloned as Action Step 5.1.1

Action Step 1.1.2

Ongoing - Jul 21, 2020

Completed

Progress 100%

Confirm with Town Board the top 3-4 priorities in Road Improvement Plan (annually)

Owner: Scott Ballstadt

Cloned as Action Step 5.1.2

Action Step 1.1.3

Ongoing - Jul 31, 2020

Completed

Progress 100%

Complete list in 2017 Road Improvement Plan based on prioritization

Owner: John Thornhill

Cloned as Action Step 5.1.3

Goal 1.2

Progress 50%

Partner with regional, state and federal agencies on projects

Owner: John Thornhill



	%	#
● On Track	62.5	5
● Some Disruption	12.5	1
● Completed	25.0	2

Action Step 1.2.1

Ongoing - Jun 01, 2020

On Track

Progress 50%

Widen and Improve Harmony Road (CR74) from CR13 to SH257

Owner: Omar Herrera

Cloned as Action Step 5.2.1

Action Step 1.2.2

Ongoing - Dec 31, 2020

Completed

Progress 100%

Widen and Improve Harmony Road (CR74) from WCR 13 to WCR 15 (TSP)

Owner: Omar Herrera

Cloned as Action Step 5.2.2

Action Step 1.2.3

Ongoing - Mar 01, 2020

Completed

Progress 100%

Complete 60% Design of Crossroads Blvd. Extension (TSP)

Owner: Omar Herrera

Cloned as Action Step 5.2.3

Action Step 1.2.4

Ongoing - Dec 31, 2020

On Track

Progress 33%

SH 392 Widening at LCR 5 (TSP)

Owner: Omar Herrera

Cloned from Action Step 1.7.1 (CIP)

Action Step 1.2.5

Ongoing - Dec 31, 2020

On Track

Progress 20%

Quick Win Project - Left Turn Treatment Analysis at CR 13 and SH 392 (TSP)

Owner: Curtis Templeman

Cloned from Action Step 1.11.1 (CIP)

Action Step 1.2.6

Ongoing - Dec 31, 2020

On Track

Progress 15%

60% Design for SH 392 Improvements - Colorado Blvd. (WCR 13) to 17th Street (TSP)

Owner: Curtis Templeman

Cloned from Action Step 1.13.1 (CIP)

Action Step 1.2.7

Ongoing - Dec 31, 2022

On Track

Progress 10%

SH 257 Pavement Resurfacing Project - 2020 to 2022 (TSP)

Owner: Omar Herrera

Action Step 1.2.8

Ongoing - Jul 01, 2020

Some Disruption

Progress 75%

SH 257/Eastman Park Dr Intersection Improvements - Engineering / Planning

Owner: Omar Herrera

Cloned from Action Step 1.23.1 (CIP)

Goal 1.3

Hire Water Resources Manager

Owner: Shane Hale

Goal 1.4

Progress 80%

Perform annual review of the Potable Water Master Plan, Non-Potable Water Master Plan, and Water Efficiency Plan.

Owner: John Thornhill



	%	#
● On Track	20.0	1
● Completed	80.0	4

Action Step 1.4.1

Ongoing - Dec 31, 2021

On Track

Progress 0%

Review Regulations and Policies

Owner: Leif Lesoing

Action Step 1.4.2

Ongoing - Dec 31, 2019

Completed

Progress 100%

Revise Fee Structure based on study

Owner: Leif Lesoing

Action Step 1.4.3

Ongoing - Apr 30, 2020

Completed

Progress 100%

Update landscape codes for water efficiency

Owner: Scott Ballstadt

Action Step 1.4.4

Ongoing - Dec 31, 2019

Completed

Progress 100%

Update raw water dedication codes for water

Owner: Leif Lesoing

Action Step 1.4.5

Ongoing - Oct 23, 2019

Completed

Progress 100%

Update codes for xeriscaping

Owner: Leif Lesoing

Goal 1.5

Progress 79%

Secure water treatment for 3,300 acre-feet of Northern Integrated Supply Project (NISP) water for future demand.

Owner: John Thornhill



	%	#
● On Track	50.0	1
● Completed	50.0	1

Action Step 1.5.1

Ongoing - Dec 31, 2020

On Track

Progress 58%

Negotiate capacity with existing water provider

Owner: Leif Lesoing

Action Step 1.5.2

Ongoing - Dec 31, 2019

Completed

Progress 100%

Research Reverse Osmosis Plant

Owner: John Thornhill

Goal 1.6

Progress 100%



Analyze the existing organizational structure, find better efficiencies, and recommend a new organizational structure including new Staff hires to the Town Board.

	%	#
● Completed	100.0	5

Owner: Shane Hale

Action Step 1.6.1

Jul 01, 2018 - Jul 31, 2018

Completed

Progress 100%

Review the Novak Study

Owner: Shane Hale

Action Step 1.6.2

Jul 01, 2018 - Jul 31, 2018

Completed

Progress 100%

Review the organizational analysis conducted by Wes LaVanchy.

Owner: Shane Hale

Action Step 1.6.3

Jul 01, 2018 - Sep 30, 2018

Completed

Progress 100%

Interview the leadership team

Owner: Shane Hale

Action Step 1.6.4

Jun 01, 2018 - Oct 31, 2018

Completed

Progress 100%

Observe inefficiencies

Owner: Shane Hale

Action Step 1.6.5

Ongoing - Nov 26, 2018

Completed

Progress 100%

Make recommendations to Town Board

Owner: Shane Hale

Goal 1.7 Progress 69%



Assess & address long term capital facilities needs as many of the Town's facilities are inadequate due to the growth in number of Town Staff. Develop a plan that forecasts future needs, analyzes costs, and helps the Town prioritize the improvement of current facilities and/or construction of new facilities.

	%	#
● On Track	27.27	3
● Some Disruption	9.09	1
● Completed	63.64	7

Owner: Shane Hale

Action Step 1.7.1

Aug 01, 2019 - Aug 08, 2019 Completed Progress 100%

Research the costs of similar plans in order to develop a budget number.

Owner: Terry Walker

Cloned as Action Step 5.3.1

Action Step 1.7.2

Oct 01, 2019 - Oct 31, 2019 Completed Progress 100%

Request funding for a facility master plan to be conducted in 2020

Owner: Terry Walker

Cloned as Action Step 5.3.2

Action Step 1.7.3

Jan 05, 2020 - Mar 31, 2021 Completed Progress 100%

Write a RFP for facility master plan consultant.

Owner: Eric Lucas

Cloned as Action Step 5.3.3

Action Step 1.7.4

Mar 16, 2020 - Mar 31, 2021 Completed Progress 100%

Advertise RFP for 30 days.

Owner: Eric Lucas

Cloned as Action Step 5.3.5

Action Step 1.7.5

Jan 15, 2020 - Apr 15, 2021 Completed Progress 100%

Hire best firm to conduct Master Plan

Owner: Eric Lucas

Cloned as Action Step 5.3.4

Action Step 1.7.6

Jul 01, 2020 - Jul 30, 2021

On Track

Progress 0%

Work with the Town Board to set priorities as outlined in the Master Plan.

Owner: Eric Lucas

Cloned as Action Step 5.3.6

Action Step 1.7.7

Aug 01, 2020 - Aug 31, 2021

On Track

Progress 0%

Work with finance and leadership team to plan the capital expenditures/by year/ based on Town Board's priorities.

Owner: Eric Lucas

Cloned as Action Step 5.3.7

Action Step 1.7.8

Jan 01, 2020 - Dec 31, 2021

On Track

Progress 15%

Adopt a Facilities Master Plan

Owner: Eric Lucas

Cloned as Action Step 5.3.8

Action Step 1.7.9

Jan 01, 2019 - Jan 31, 2020

Completed

Progress 100%

Build Museum Collections Facility

Owner: Eric Lucas

Action Step 1.7.10

May 01, 2019 - Jan 31, 2020

Completed

Progress 100%

Build Parks Maintenance building

Owner: Eric Lucas

Action Step 1.7.11

Apr 30, 2019 - Jun 30, 2020

Some Disruption

Progress 45%

Address and enhance security at Town Hall

Owner: Jessica Humphries

Goal 1.8

Progress 30%

Pursue regional water opportunities and partnerships to increase overall water system redundancy and efficiencies.

Owner: Shane Hale



	%	#
● On Track	100.0	3

Action Step 1.8.1

Ongoing - Dec 31, 2020 On Track Progress 50%

Secure NISP gap water rental for drought protection

Owner: Leif Lesoing

Action Step 1.8.2

Ongoing - Dec 31, 2021 On Track Progress 15%

Investigate alternative treatment options or partnerships with existing treatment providers versus building standalone plant

Owner: Leif Lesoing

Action Step 1.8.3

Ongoing - Dec 31, 2022 On Track Progress 25%

Evaluate storage regarding drought resiliency and raw water safety factor

Owner: Leif Lesoing

Goal 1.9 Progress 50%

Explore all options for a Town Emergency Operation Center that can be utilized to help maintain a safe environment for the citizens of Windsor.

Owner: Terry Walker



Action Step 1.9.1

Jan 20, 2020 - Dec 31, 2020 Completed Progress 100%

Establish potential partners for Emergency Operation Center

Owner: Terry Walker

Action Step 1.9.2

Sep 01, 2021 - Dec 31, 2021 Upcoming Progress 0%

Identify location options

- infrastructure needs
- costs

Owner: Terry Walker

Focus Area 2

Progress 32%



Quality of Life

Owner: Shane Hale

	%	#
On Track	40.0	4
Some Disruption	40.0	4
Completed	20.0	2

Work continues on developing a Trails and Opens Space plan. The Town Board has continued to state that this is a large priority, so work will continue to identify strategic locations for open space and trails, identify funding sources and partnerships. Additionally, our existing trail network continues to improve, with our previously unfinished section of the Poudre River Trail being completed in May, and easement acquisition in full swing to expand the #2 ditch trail.

Goal 2.1

Progress 50%



Develop a detailed Trails & Open Space plan with strategies and needs assessment

Owner: Eric Lucas

	%	#
On Track	50.0	1
Completed	50.0	1

Action Step 2.1.1

Apr 01, 2019 - Feb 28, 2020

Completed

Progress 100%

Develop a PRC Strategic Plan

Owner: Eric Lucas

Action Step 2.1.2

Ongoing - Ongoing

On Track

Adopt funding mechanisms to support trails and open space (acquire trails, easements and open space along with operations and maintenance of them).

Owner: Eric Lucas

Goal 2.2

Progress 43%



Improve connectivity

Owner: Eric Lucas

	%	#
On Track	50.0	2
Some Disruption	25.0	1
Completed	25.0	1

Action Step 2.2.1

Ongoing - Dec 31, 2020

On Track

Progress 20%

Permanent Poudre Trail Easements

Owner: Wade Willis

Action Step 2.2.2

Ongoing - May 01, 2020 Some Disruption Progress 53%

Build #2 Ditch Trail from 17 th St to River Bluffs

Owner: Wade Willis

Action Step 2.2.3

Ongoing - Ongoing On Track

Pedestrian Bridge over Poudre at CR 13

Owner: Wade Willis

Action Step 2.2.4

Ongoing - Jul 01, 2020 Completed Progress 100%

Construct parking/ trailhead and trail on Kyger Property to River Bluffs

Owner: Wade Willis

Goal 2.3 Progress 12%

Acquire open space and create access

Owner: Wade Willis



	%	#
● On Track	25.0	1
● Some Disruption	75.0	3

Action Step 2.3.1

Jan 15, 2020 - Jun 01, 2020 Some Disruption Progress 6%

Develop Master Plan Kyger & Kodak Open Space

Owner: Wade Willis

Action Step 2.3.2

Ongoing - Ongoing Some Disruption

Takeover Frank State Wildlife Area

Owner: Wade Willis

Action Step 2.3.3

Nov 01, 2019 - May 01, 2020 Some Disruption Progress 0%

Develop IGA's with neighboring communities with focus on open space

Owner: Wade Willis

Action Step 2.3.4

Jan 01, 2020 - Dec 31, 2020

On Track

Progress 40%

Create Access to Existing Open Space Sites

Kyger Reservoir/ Kodak Watchable Wildlife / Frank State Wildlife as Open Space

Owner: Eric Lucas

Focus Area 3

Progress 65%



Small Town Feel

Owner: Shane Hale

	%	#
On Track	50.0	3
Some Disruption	16.67	1
Completed	33.33	2

Goal 3.1: Expand & Enhance Community and Downtown Vitality (65.17% completed)

Action Step 3.1.1: Establish redevelopment plan in collaboration with DDA (50% completed)

Peculier Ales has been operating for a few months and has helped to energize this end of Main Street along with the two other building tenants, The Mill Tavern and Cacciatorie Restaurant.

Action Step 3.1.3: Address parking in and around downtown (50% completed)

The study is still on hold with the next TAC schedule TBD.

A parking webpage has been created with regular updates: <https://www.windsorgov.com/1267/2020-Downtown-Parking-Study>

This also contains information to a Esri Storymap, which walks citizens through all of our known data points about downtown.

Schedules and outreach methods are changing based on Covid-19 regulations, which have put a pause on all public outreach meetings and data collection.

Action Step 3.1.5: Attract diverse and unique restaurants (81% completed)

In addition to Peculiar Ales opening, STUFT has converted to a new concept called Lonesome Buck. Additionally, our economic development department continues to try to woo new restaurants into Town.

Action Step 3.1.6: Construct Cultural Center

Town Board defined Cultural center as a sense of place not specifically a building. That said, projects such as Eaton House and creamery have been placed on hold.

Goal 3.1

Progress 65%



Expand & Enhance Community and Downtown Vitality

Owner: Stacy Miller

	%	#
On Track	50.0	3
Some Disruption	16.67	1
Completed	33.33	2

Action Step 3.1.1

Aug 01, 2018 - Oct 01, 2020

On Track

Progress 60%

Establish redevelopment plan in collaboration with DDA

Owner: Stacy Miller

Cloned from Action Step 4.1.1

Action Step 3.1.2

Ongoing - Dec 31, 2021

Completed

Progress 100%

Increase Walkability

Owner: Eric Lucas

Cloned from Action Step 4.1.2

Action Step 3.1.3

Ongoing - Jan 01, 2021

On Track

Progress 50%

Address parking in and around downtown

Owner: David Eisenbraun

Cloned from Action Step 4.1.3

Action Step 3.1.4

Aug 01, 2018 - Mar 01, 2020

Completed

Progress 100%

Partner with the Mill to complete project

Owner: Shane Hale

Cloned from Action Step 4.1.4

Action Step 3.1.5

Jan 01, 2019 - May 29, 2020

Some Disruption

Progress 81%

Attract diverse and unique restaurants

Owner: Stacy Miller

Cloned from Action Step 4.1.5

Action Step 3.1.6

Ongoing - Ongoing

On Track

Construct Cultural Center

Owner: Eric Lucas

Cloned from Action Step 4.1.6

Focus Area 4

Progress 65%

Economic Sustainability and Vibrancy

Owner: Shane Hale



The crisis that has been created with COVID-19 has affected everyone, but Windsor is strong and resilient, and we believe that our recovery will bring back the challenges that we had previously been working on (economic sustainability, parking, traffic, etc.)

One of the projects that we have put on hold is our downtown parking study. It seemed disingenuous to move forward with this work when so much about our commerce activities has changed. A new web page has been created for all to find the most up to date information on the 2020 study: <https://www.windsorgov.com/1267/2020-Downtown-Parking-Study>. Once we are back to our normal patterns, the work of the Technical Advisory Committee will resume.

Goal 4.1

Progress 65%

Enhance & Expand Community and Downtown Vitality

Owner: Stacy Miller



Action Step 4.1.1

Aug 01, 2018 - Oct 01, 2020

On Track

Progress 60%

Establish redevelopment plan in collaboration with DDA

Owner: Stacy Miller

Cloned as Action Step 3.1.1

Action Step 4.1.2

Ongoing - Dec 31, 2021

Completed

Progress 100%

Increase Walkability

Owner: Eric Lucas

Cloned as Action Step 3.1.2

Action Step 4.1.3

Ongoing - Jan 01, 2021

On Track

Progress 50%

Address parking in and around downtown

Owner: David Eisenbraun

Cloned as Action Step 3.1.3

Action Step 4.1.4

Aug 01, 2018 - Mar 01, 2020

Completed

Progress 100%

Partner with the Mill to complete project

Owner: Shane Hale

Cloned as Action Step 3.1.4

Action Step 4.1.5

Jan 01, 2019 - May 29, 2020

Some Disruption

Progress 81%

Attract diverse and unique restaurants

Owner: Stacy Miller

Cloned as Action Step 3.1.5

Action Step 4.1.6

Ongoing - Ongoing

On Track

Construct Cultural Center

Owner: Eric Lucas

Cloned as Action Step 3.1.6

Focus Area 5

Progress 76%



Safety

Owner: Shane Hale

	%	#
● On Track	28.57	4
● Completed	71.43	10

The majority of projects that fall into the category of Safety tend to be roadway improvement projects--Windsor is growing and the capacity of our streets to safely move traffic are constantly analyzed and prioritized. Furthermore, pro-activity is valued, so a few transportation planning projects have an eye on future needs versus current capacity issues. It is important to note that the impact of COVID-19 and the downturn in oil and gas activity locally are both going to have an economic impact to the Town. Accordingly, the Town Board will be tasked with re-evaluating all capital projects to ensure that they align with both community priorities and available funds.

Goal 5.1

Progress 100%



Adopt a Multi Modal Transportation Master Plan

Owner: John Thornhill

	%	#
● Completed	100.0	3

Action Step 5.1.1

Ongoing - Mar 09, 2020

Completed

Progress 100%

Prepare a Multi Modal Transportation Plan (TMP)

Owner: Scott Ballstadt

Cloned from Action Step 1.1.1

Action Step 5.1.2

Ongoing - Jul 21, 2020

Completed

Progress 100%

Confirm with Town Board the top 3-4 priorities in Road Improvement Plan (annually)

Owner: Scott Ballstadt

Cloned from Action Step 1.1.2

Action Step 5.1.3

Ongoing - Jul 31, 2020

Completed

Progress 100%

Complete list in 2017 Road Improvement Plan based on prioritization

Owner: John Thornhill

Cloned from Action Step 1.1.3

Goal 5.2

Progress 83%



Partner with regional, state and federal agencies on projects

Owner: John Thornhill

	%	#
● On Track	33.33	1
● Completed	66.67	2

Action Step 5.2.1

Ongoing - Jun 01, 2020

On Track

Progress 50%

Widen and Improve Harmony Road (CR74) from CR13 to SH257

Owner: Omar Herrera

Cloned from Action Step 1.2.1

Action Step 5.2.2

Ongoing - Dec 31, 2020

Completed

Progress 100%

Widen and Improve Harmony Road (CR74) from WCR 13 to WCR 15 (TSP)

Owner: Omar Herrera

Cloned from Action Step 1.2.2

Action Step 5.2.3

Ongoing - Mar 01, 2020

Completed

Progress 100%

Complete 60% Design of Crossroads Blvd. Extension (TSP)

Owner: Omar Herrera

Cloned from Action Step 1.2.3

Goal 5.3

Progress 64%

Assess & address long term capital facilities needs

Owner: Shane Hale



	%	#
● On Track	37.5	3
● Completed	62.5	5

Action Step 5.3.1

Aug 01, 2019 - Aug 08, 2019

Completed

Progress 100%

Research the costs of similar plans in order to develop a budget number.

Owner: Terry Walker

Cloned from Action Step 1.7.1

Action Step 5.3.2

Oct 01, 2019 - Oct 31, 2019

Completed

Progress 100%

Request funding for a facility master plan to be conducted in 2020

Owner: Terry Walker

Cloned from Action Step 1.7.2

Action Step 5.3.3

Jan 05, 2020 - Mar 31, 2021

Completed

Progress 100%

Write a RFP for facility master plan consultant.

Owner: Eric Lucas

Cloned from Action Step 1.7.3

Action Step 5.3.4

Jan 15, 2020 - Apr 15, 2021

Completed

Progress 100%

Hire best firm to conduct Master Plan

Owner: Eric Lucas

Cloned from Action Step 1.7.5

Action Step 5.3.5

Mar 16, 2020 - Mar 31, 2021

Completed

Progress 100%

Advertise RFP for 30 days.

Owner: Eric Lucas

Cloned from Action Step 1.7.4

Action Step 5.3.6

Jul 01, 2020 - Jul 30, 2021

On Track

Progress 0%

Work with the Town Board to set priorities as outlined in the Master Plan.

Owner: Eric Lucas

Cloned from Action Step 1.7.6

Action Step 5.3.7

Aug 01, 2020 - Aug 31, 2021

On Track

Progress 0%

Work with finance and leadership team to plan the capital expenditures/by year/ based on Town Board's priorities.

Owner: Eric Lucas

Cloned from Action Step 1.7.7

Action Step 5.3.8

Jan 01, 2020 - Dec 31, 2021

On Track

Progress 15%

Adopt a Facilities Master Plan

Owner: Eric Lucas

Cloned from Action Step 1.7.8