



TOWN BOARD WORK SESSION

September 11, 2023 - 5:30 PM

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

To view Town Board meeting broadcasts, visit
www.windsorgov.com/MeetingsOnDemand.

AGENDA

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

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

WORK SESSION AGENDA ITEMS

1. Board/Manager/Attorney Monthly Meeting
2. Public Art Funding - T. Fotsch, Deputy Director of Parks, Recreation and Culture
3. 5-Year Capital Plan Overview - Engineering Projects - O. Herrera, Deputy Director of Engineering
4. Future Meetings Agenda

The Town of Windsor will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (970) 674-2400 by noon on the Thursday prior to the meeting to make arrangements.



MEMORANDUM

Date: September 11, 2023
To: Mayor and Town Board
From:
Re: Board/Manager/Attorney Monthly Meeting
Item #: 1.

Background / Discussion:

Financial Impact:

Relationship to Strategic Plan:

Recommendation:

CC:

Attachments:



MEMORANDUM

Date: September 11, 2023
To: Mayor and Town Board
From: Tara Fotsch, Deputy Director of PRC
Re: Public Art Funding - T. Fotsch, Deputy Director of Parks, Recreation and Culture
Item #: 2.

Background / Discussion:

Staff will present what the Windsor Arts Commission has accomplished in the past two years. Staff will also be discussing funding options for the board to consider as the arts commission looks to continue and build upon their success.

Financial Impact:

Relationship to Strategic Plan:

Recommendation:

CC:

Attachments:



MEMORANDUM

Date: September 11, 2023
To: Mayor and Town Board
From: Omar Herrera, Deputy Director of Engineering
Re: 5-Year Capital Plan Overview - Engineering Projects - O. Herrera, Deputy Director of Engineering
Item #: 3.

Background / Discussion:

Present an overview of the recommended 5-year Capital Improvement Plan for projects facilitated by the Engineering Division between years 2024 and 2028.

Financial Impact:

Relationship to Strategic Plan:

Recommendation:

CC:

John Thornhill, Community Development Director

Attachments:

1. 2024-2028 Engineering CIP List



Engineering 5-Year CIP (2024-2028)

Legend
Planning/Design
Construction
Grant Funded

		2024	2025	2026	2027	2028
PM	Transportation	\$16,083,950	\$21,372,010	\$10,720,000	\$12,575,000	\$9,575,200
DR	General Street Oversizing Reimbursement	\$2,725,000	\$0	\$0	\$0	\$0
SP	Annual Pedestrian Crossing Treatments Program	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
EB	Low Cost Safety Improvements based on Safety Plan	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000
SP	*7th St. Roundabouts at Garden Dr. & Stone Mtn. Dr. (Includes South Trail Eastman to Chestnut and Linear Park)	\$6,577,200				
SP	*11th St. Multimodal Improvements (Greeley No. 2 Trail to Sagewood Dr.)	\$1,800,000				
EB	Windsor Lake Rd./WCR 70 Roadway Improvements (CR 19 to SH 257)	\$1,400,000	\$8,510,000			
SP	Crossroads Blvd. & Colorado Blvd. Roundabout	\$100,000	\$6,466,910			
EB	*Colorado Blvd./CR 13 Road Realignment	\$325,000	\$1,843,600			
EB	Traffic Signal at Windsor Lake Rd/CR70 & Hollister Lake Rd.	\$165,000	\$800,000			
EB	SH 392 Road Widening (CO Blvd. to Highland Meadows Pkwy)	\$750,000	\$500,000			
EB	Traffic Signal at Hollister Lake Rd (CR19) & Sundance Dr.	\$400,000				
SP	7th & Walnut Enhanced Multimodal Improvements	\$690,000				
DB	*Railroad Crossing Improvements at CR 17	\$611,250				
DB	Railroad Crossing Improvements at Crossroads Blvd	\$240,500				
DB	Railroad Pedestrian Crossing Improvements		\$1,614,000			
CT	E. Harmony Rd. Widening (WCR 15 to SH 257)		\$400,000	\$3,850,000		
EB	Eastman Park Dr. Corridor Improvements (SH 257 to East of Diamond Valley Dr.)		\$412,500	\$2,750,000		
EB	SH 392 & CR 21 Intersection Improvements (Cost Sharing)		\$175,000	\$875,000		
EB	Traffic Signal at New Liberty Rd. & Covered Bridge Pkwy		\$150,000	\$800,000		
DR	CR 17 improvements - Trautman to rail		\$50,000	\$200,000	\$3,000,000	
EB	Colorado Blvd. Two-Stage Left Turn Striping		\$150,000			
SP	Crossroads Blvd. Widening Phase 1 - CO Blvd. to LCR 3			\$545,000	\$1,725,000	
SP	Colorado Blvd. & Pear Blossom/Covered Bridge Dr. Roundabout			\$525,000	\$3,000,000	
EB	Hollister Lake Rd. Bridge and Roadway Widening at Greeley No. 2 Canal			\$400,000	\$2,000,000	
SP	7th St. North Trail Segment (Chestnut to Windsor Lake)			\$325,000	\$150,000	\$1,780,200
EB	Traffic Signal at 7th & River Place Dr.			\$150,000	\$800,000	
SP	Crossroads Blvd. & Highland Meadows Pkwy Roundabout (Cost Sharing w/City of Loveland)				\$675,000	\$3,500,000
SP	Crossroads Blvd. Widening Phase 2 - LCR 3 to Fairgrounds (Cost Sharing w/City of Loveland)				\$650,000	\$2,000,000
EB	Traffic Signal at Colorado Blvd & River West Dr.				\$150,000	\$995,000
EB	3rd St. Multitmodal Improvements				\$125,000	\$750,000
DR	LCR 5 & SH 392 South Leg Intersection Improvements (Cost Sharing w/Larimer County)					\$250,000
	Storm Drainage	\$4,640,064	\$333,349	\$1,520,000	\$250,000	\$300,000
DR	Storm Oversizing Reimbursement	\$992,047	\$168,349	\$200,000	\$250,000	\$300,000
DB	Chestnut St. to Eastman Park Dr. Drainage Improvements	\$3,448,017				
DB	WCR 17 Culvert Study (by Trautman Subdivision)	\$50,000	\$0			
DB	Fossil Creek Basin Improvements (Study)	\$50,000		\$0		
DB	12th & Walnut Drainage Improvements (Design)	\$100,000			\$0	
DB	Highschool Drainage Basin Improvements		\$165,000	\$1,320,000		



Engineering 5-Year CIP (2024-2028)

Legend
Planning/Design
Construction
Grant Funded

	2024	2025	2026	2027	2028
Potable Water	\$1,401,705	\$1,850,000	\$112,500	\$750,000	\$0
DR Water Line Oversizing Reimbursement	\$201,705	\$0	\$0	\$0	\$0
OH Gold Hill Waterline	\$200,000	\$1,800,000			
SP 7th Street Waterline Replacement (Hemlock to Stone Mtn)	\$1,000,000				
DR North Water Pressure Zone Supply Study		\$50,000			
DB New Liberty Rd. PRV Relocation			\$112,500	\$750,000	
Sanitary Sewer	\$850,000	\$200,000	\$275,000	\$1,740,000	\$400,000
DR Sewer Line Oversizing Reimbursements	\$50,000	\$0	\$0	\$0	\$0
DR Central Basin Sewer Upgrades	\$800,000	\$100,000	\$175,000	\$890,000	\$400,000
DR Lift Station No. 5 (Reroute under river)		\$100,000	\$100,000	\$850,000	
Specialty Projects	\$3,547,500	\$0	\$0	\$0	\$0
OH Windsor North Campus Public Infrastructure	\$3,547,500				
Total Budget Estimates =	\$26,523,21	\$23,755,35	\$12,627,50	\$15,315,00	\$10,275,20

2024 Workload Analysis

Project Manager (CIP Capacity)	Total Project Costs	Projects Managed per PM			*Capacity	
		No. of Planning/Design	No. of Construction	Total No. of Projects	Min No. of Projects	Max No. of Projects
Scott Pearson (0.8 FTE)	\$10,267,200	1	5	6	3	8
Eric Bracke (0.6 FTE)	\$3,240,000	4	2	6	2	6
Desa Blair (0.5 FTE)	\$4,499,767	3	3	6	2	5
Doug Roth (0.3 FTE)	\$4,768,752	0	5	5	1	3
Omar Herrera (0.2 FTE)	\$3,747,500	1	1	2	1	2
		9	16	25	*Recommended No. of Projects per Project Manager Based on Dedicated FTE Capacity	



MEMORANDUM

Date: September 11, 2023
To: Mayor and Town Board
From: Shane Hale, Town Manager
Re: Future Meetings Agenda
Item #: 4.

Background / Discussion:

Financial Impact:

Relationship to Strategic Plan:

Recommendation:

CC:

Attachments:

1. 2023 Future Meetings Agenda



FUTURE TOWN BOARD MEETINGS

September 18, 2023 5:30 p.m.	Town Board Work Session (Public Services Campus) Budget: Capital Improvement Plan
September 25, 2023 5:30 p.m.	Town Board Work Session Downtown Parking Study Update Short Term Rental Ordinance
September 25, 2023 7:00 p.m.	Town Board Regular Meeting
October 2, 2023 5:30 p.m.	Town Board Work Session Biosolids Tour
October 9, 2023 5:30 p.m.	Town Board Work Session Board/Manager/Attorney Monthly Meeting Utility Rates and Fees FEMA Flood Insurance Rate Map Update
October 9, 2023 7:00 p.m.	Town Board Regular Meeting
October 14, 2023 Saturday	Town Board Work Session (Public Service Campus) Operating Budget
October 16, 2023 5:30 p.m.	Town Board Work Session Non-profit Funding Discussion
October 23, 2023 5:30 p.m.	Town Board Work Session
October 23, 2023 7:00 p.m.	Town Board Regular Meeting
October 30, 2023	Canceled – 5 th Monday
November 6, 2023 5:30 p.m.	Town Board Work Session
November 13, 2023 5:30 p.m.	Town Board Work Session Board/Manager/Attorney Monthly Meeting Follow-up Budget Questions
November 13, 2023 7:00 p.m.	Town Board Regular Meeting

November 20, 2023 5:30 p.m.	Town Board Work Session
November 27, 2023 5:30 p.m.	Town Board Work Session
November 27, 2023 7:00 p.m.	Town Board Regular Meeting
December 4, 2023 5:30 p.m.	Town Board Work Session
December 11, 2023 5:30 p.m.	Town Board Work Session Board/Manager/Attorney Monthly Meeting
December 11, 2023 7:00 p.m.	Town Board Regular Meeting
December 18, 2023 5:30 p.m.	Town Board Work Session
December 25, 2023	Canceled – Christmas Holiday

Future Work Session Topics

- DDA Entertainment District
- Telecom Code (Pending FCC Rules)
- Weld RE-4 School Land Dedication/Cash in lieu of Land Update
- Smart Meter Project (Brian)