



TOWN BOARD WORK SESSION

March 5, 2018 // 6:00 p.m. // First floor conference room
301 Walnut Street, Windsor, CO 80550

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

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

AGENDA

1. Road Improvement Plan Prioritization
2. Future Meetings Agenda



MEMORANDUM

Date: March 5, 2018
To: Mayor and Town Board
From: Scott Ballstadt, AICP, Chief Planner
Re: Roadway Improvement Plan Prioritization
Item #: WKS - ?

Background / Discussion

The Roadway Improvement Plan Prioritization (RIPP) team includes a broad cross section of Town staff with representatives from Police, Public Works, Management, Engineering and Planning. The team was charged with not only reviewing the recently adopted Roadway Improvement Plan, but also identifying existing issues in the Town's road network and potential projects that may relieve those issues.

The projects outlined in the attached table (and depicted on the accompanying map) are not listed in any order of priority; however, they have been grouped as either near term or long term projects. Near term projects include those that may be planned in conjunction with adjacent private development (i.e. SH 257 roundabout and East Pointe Subdivision) or those projects that are fairly straight-forward with smaller budgets.

Projects identified as long term are typically those that include engineering challenges such as expensive bridges and/or environmental challenges (i.e. Crossroads Boulevard from SH 257 to Great Western Drive). Long term projects may require multi-year budgeting and incremental steps beginning with acquisition of right-of-way so that future development does not preclude completion of the project.

The RIPP team prepared the enclosed table, map and observations for Town Board consideration.

Additional Background Information

Also attached to this memo are copies of the 2040 Traffic Forecast Map and the Roadway System Needs Inventory and Analysis spreadsheet from Appendix A from Windsor's adopted Roadway Improvement Plan.

To determine what improvements will be needed to the Town's major street system, a design capacity has been assigned to each street segment based on its characteristics. The capacities are expressed as the maximum daily, two-directional traffic volumes that can be accommodated while maintaining the Town's level of service (LOS) standard. LOS is a standard traffic engineering measure of congestion on a scale from A to F, where LOS A represents free-flow conditions with virtually no congestion or delay and LOS F represents extremely high levels of congestion or delay. The Town strives to maintain a LOS C standard for its street system.

The capacity analysis is shown in the Existing V/C (volume/capacity) column on the needs spreadsheet, with numbers greater than 1.0 indicating a road with volumes exceeding LOS C capacity. Existing over capacity road segments are currently limited to two two-lane segments of SH 392 (LCR 3 to WCR 13 and WCR 17 to 3rd Street) and SH 257 north of Crossroads Boulevard. However, given projected growth in population and traffic, more than half of Windsor's major roadway system is anticipated to have traffic volumes that exceed existing LOS C capacity by 2040, as can be seen in the 2040 No Action V/C column.

Relationship to Strategic Plan

Performance Commitment 1: Thoughtful Framework and Supportive Infrastructure

Attachments

RIPP list of projects

RIPP project map

Sketch of Project #9

Roadway System Needs Inventory and Analysis

2040 Traffic Forecast Map

cc: Brian Rowe, Public Works
Curtis Templeman, Engineering
Richard Zeigler, Police
Kelly Houghteling, Town Manager's office
Patti Garcia, Acting Town Manager
Dennis Wagner, Engineering
Chief Klimek, Police
Terry Walker, Public Works



ROADWAY IMPROVEMENT PLAN PRIORITIZATION

The Roadway Improvement Plan Prioritization (RIPP) Team, consisting of representatives from Town Manager's department, Police, Public Works, Engineering and Planning, reviewed the recently adopted Roadway Improvement Plan and prepared the following observations for consideration. The projects outlined in the below table are not listed in any order of priority; however, they have been grouped into the following categories:

- **Near Term Projects:** These projects may be associated with pending development or other Town projects.
- **Long Term Projects:** These projects are generally only feasible over longer periods of time and may require multiple year budgeting. Although these are also priority projects, they necessitate incremental planning and implementation. These projects may initially only involve the purchase of right-of-way.

Near Term Projects		
Project Number	Project Name/Component	Description
1	Crossroads Blvd.	LCR 3 to WCR 13 • Expand to 4 lanes between LCR 3 and WCR 13 • This road segment is in unincorporated Larimer County but is currently maintained by Windsor per IGA
2	Crossroads Blvd.	WCR 13 to Covered Bridge Parkway • Expand to 4 lanes between WCR 13 and roundabout • Adjacent RainDance Subdivision potential partnership
3	Harmony/WCR 13 Intersection	Installation of traffic signal • Town of Timnath has plans to install traffic signal at Harmony Rd. and WCR 13 • Rocky Mountain Sports Park traffic impact study indicates northbound and southbound movements currently failing
4	Harmony Rd.	WCR 13 to WCR 15 • In conjunction with the Ridge at Harmony Road, the Town has retained an engineer to prepare exhibits pertaining to right-of-way acquisition agreements with adjacent property owners • Expand to 4 lanes including landscape median to mimic Timnath
5	Harmony Rd.	WCR 15 to SH 257 • In conjunction with Rocky Mountain Sports Park, expand to 4 lanes including landscape median
6	LCR 5/SH 392 Intersection	• The Town has retained Felsburg, Holt and Ullevig and is currently reviewing intersection for necessary improvements
7	LCR 5	SH 392 to LCR 32E • In conjunction with Ptarmigan Business Park, plans include expansion and roundabouts at Oakmont Lane and LCR 32E
8	SH 392	I-25 to LCR 5 • Expand to 4 lanes • Existing volume/capacity already identified as 1.28, indicating volumes exceeding level of service C • Potential partnership in conjunction with adjacent Ptarmigan Business Park development plans

9	7 th & SH 392 Intersection	Add northbound double left turn • Potential cost effective improvement at a high profile intersection • See sketch
Long Term Projects		
Project Number	Project Name/Component	Description
10	LCR 5	LCR 30 to SH 392 (portions in Larimer County) • Challenges with existing developments in vicinity of PVREA
11	Crossroads Blvd.	SH 257 to Great Western Drive • Grant application for 60% design approved • RFP released 2/23/18 with 3/20/18 deadline
12	Crossroads Blvd.	Highland Meadows Parkway to LCR 3 (in Loveland) • Expand to 4 lanes • Loveland recent planning efforts for this stretch of Crossroads
13	WCR 13	North of LCR 32E/Jacoby Road to straighten jog • Provides a north-south alternative between SH 392 and Harmony • Potential efficiencies in acquisition of right-of-way and construction in conjunction with City of Thornton water pipeline • Potential partners in Timnath and both counties
14	WCR 19	SH 392 to Harmony Road • Potential discussion with CDOT regarding realignment of SH 257 to follow WCR 19
15	WCR 70	WCR 15 to SH 257 • This is a new road that would provide an east-west alternative to Main St.
16	WCR 70	SH 257 to WCR 19 • This is a new road that would provide an east-west alternative to Main St. through downtown
17	WCR 72	WCR 15 to WCR SH 257 • Widen and improve two lanes to Town standards • East-west alternative to Main St.
18	WCR 72	SH 257 to WCR 19 • Widen and improve two lanes to Town standards • East-west alternative to Main St.
19	SH 257	Crossroads Blvd to Eastman Park Dr. • Existing volume/capacity already identified as 1.02, indicating volumes exceeding level of service C
20	SH 392	LCR 5 to LCR 3 • Existing volume/capacity already identified as 1.28, indicating volumes exceeding level of service C
21	SH 392	LCR 3 to 17 th St • Expand to 4 lane (including bridge) • Existing volume/capacity between LCR 3 and WCR 13 is already identified as 1.28, indicating volumes exceeding level of service C • Existing volume/capacity between WCR 13 and WCR 17 is currently identified as 0.81 and is forecast to be 1.32 by 2040 (the plan recommends this segment be studied to determine improvement need)



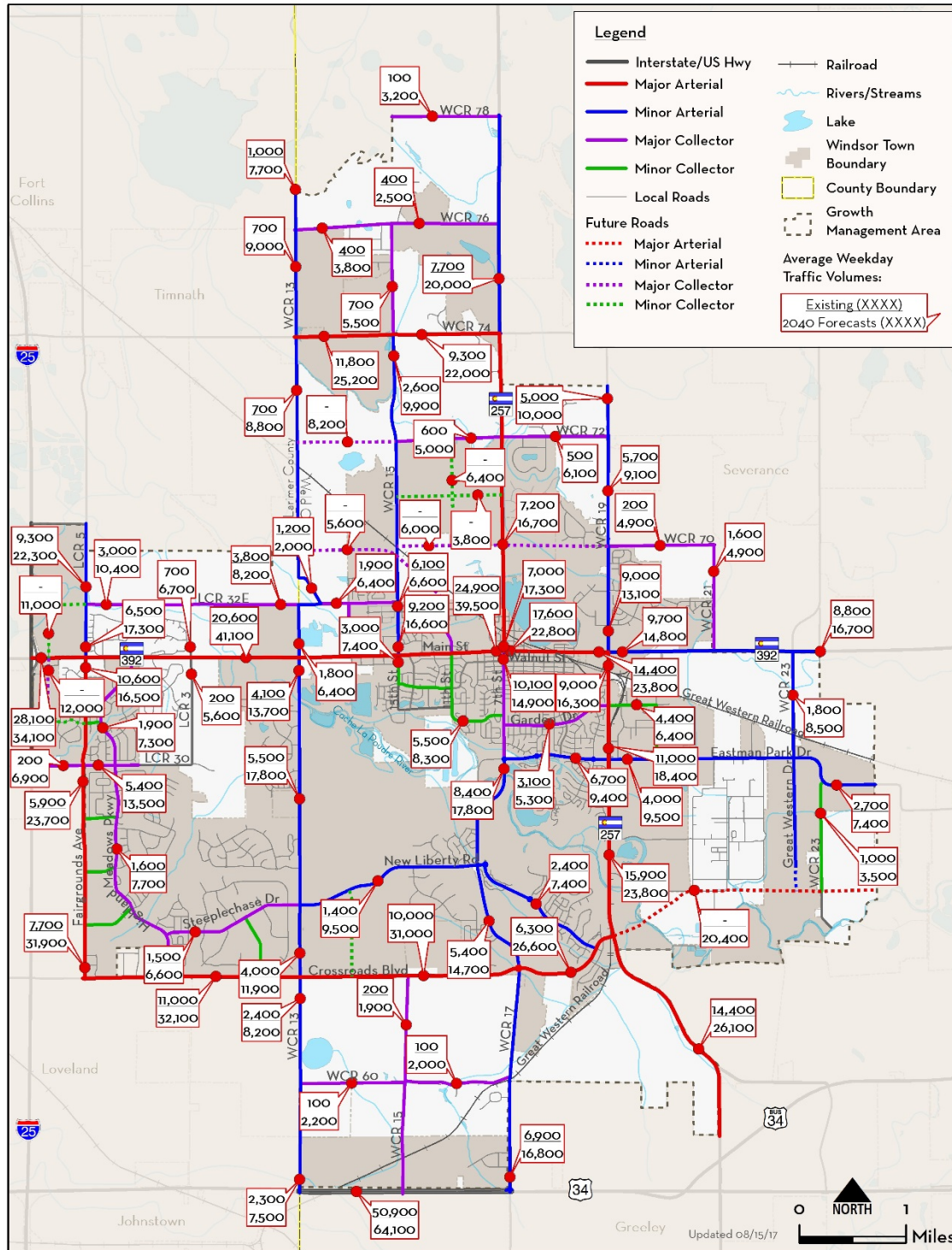
- 0 0.225 0.45 0.9 Miles
1:67,893

This map was created for illustrative purposes only. Any repercussions from the misuse or misrepresentation of this map or its contents, whether intentional or not, are the sole responsibility of the user.

Updated: 2/23/2018
Updated by: dking
Created: 10/28/2009
Created by: stometich
File: RIPP Map

2040 - Windsor Roadway Master Plan Roadway System Inventory and Analysis																		
					Average Daily Traffic				VMT		Capacity Analysis / Improvement Needs							
Road	Minor Collectors (Not Major Road System)	State Highway	Segment	Segment Length (Miles)	Existing Counts	Count Year	2040 Model	2040 Forecasts (Manually Adjusted)	Existing	2,040	Funclass	Existing Thru Lanes	Existing Capacity (LOS C) (VPD)	Existing V/C	2040 No Action V/C	Preliminary 2040 Improvement Need	Capacity with Improvement	Estimated Construction Cost
Existing Roads																		
WCR 78			WCR 15 - WDR 17	1.0	106	2012	5,440	3,200	106	3,200	Rural Maj Coll (Gravel)	2	200	0.70	16.00	Pave	8,000	\$ 2,470,000
WCR 76			WCR 13 - WCR 15	1.0	391	2013	9,387	3,800	391	3,800	Rural Major Collector	2	8,000	0.05	0.48			
WCR 76			WCR 15 - WCR 17	1.0	383	2017	6,580	2,500	383	2,500	Rural Major Collector	2	8,000	0.04	0.31			
WCR 74			WCR 13 - WCR 15	1.0	11,767	2015	23,725	25,200	11,767	25,200	Rural Major Arterial	2	15,000	0.78	1.68	Widen to 4 Lanes	30,000	\$ 2,540,000
WCR 74			WCR 15 - WCR 17	1.0	9,346	2013	19,935	22,000	9,346	22,000	Rural Major Arterial	2	15,000	0.65	1.47	Widen to 4 Lanes	30,000	\$ 2,540,000
WCR 72			WCR 15 - SH 257	1.0	630	2017	4,679	5,000	630	5,000	Rural Major Collector	2	8,000	0.06	0.63			
WCR 72			SH 257 - WCR 19	1.0	496	2014	8,116	6,100	496	6,100	Rural Major Collector	2	8,000	0.07	0.76			
WCR 70			WCR 19 - WCR 21	1.0	166	2013	10,850	4,900	166	4,900	Rural Major Collector	2	8,000	0.02	0.61			
LCR 32e			LCR 5 - LCR 3	1.0	3,000	2015	13,485	10,400	3,000	10,400	Rural Major Collector	2	8,000	0.38	1.30	Monitor for Needs		
LCR 32e			LCR 3 - WCR 13	1.2	3,800	2015	9,866	8,200	4,560	9,840	Rural Major Collector	2	8,000	0.48	1.03	Monitor for Needs		
WCR 68			WCR 13 - WCR 15	0.8	1,904	2014	10,304	6,400	1,523	5,120	Urban Major Collector	2	11,000	0.17	0.58			
SH 392		Yes	I-25 to Westgate Dr	0.25	28,099	2016	19,012	34,100	7,025	8,525	Rural Major Arterial	4	30,000	0.93	1.14	Study to Determine		
SH 392		Yes	Westgate Dr - WCR 3	1.25	20,560	2017	34,536	41,100	25,700	51,375	Rural Major Arterial	2	15,000	1.28	2.74	Widen to 4 Lanes	30,000	\$ 1,587,500
SH 392		Yes	LCR 3 - WCR 13	1.00	20,560	2017	34,536	41,100	20,560	41,100	Rural Major Arterial	2	15,000	1.28	2.74	Widen to 4 Lanes	30,000	\$ 2,540,000
SH 392		Yes	WCR 13 - WCR 17	2.0	24,870	2016	31,647	39,500	49,740	79,000	Urban Major Arterial	4	30,000	0.81	1.32	Study to Determine		
SH 392		Yes	WCR 17 - 3rd St.	0.4	17,554	2016	20,363	22,800	7,022	9,120	Urban Major Arterial	2	15,000	1.16	1.52	Study to Determine		
SH 392		Yes	3rd St - WCR 19	0.6	14,402	2013	21,851	23,800	8,641	14,280	Urban Major Arterial	4	30,000	0.50	0.79			
SH 392		Yes	WCR 19 - WCR 21	1.0	9,657	2016	16,240	14,800	9,657	14,800	Urban Minor Arterial	2	11,000	0.86	1.35	Widen to 4 Lanes	30,000	\$ 3,170,000
SH 392		Yes	WCR 21 - East of WCR 23	1.0	8,772	2015	17,148	16,700	8,772	16,700	Rural Minor Arterial	2	11,000	0.80	1.52	Widen to 4 Lanes	30,000	\$ 2,540,000
Stone Mtn Dr/11th St	Minor		SH 292 - SH 257	1.1	5,500	2015	6,597	8,300	6,050	9,130	Urban Minor Collector	2	11,000	0.50	0.75			
Garden Dr			WCR 17 - SH 257	1.1	3,110	2017	3,348	5,300	3,421	5,830	Urban Major Collector	2	11,000	0.25	0.48			
Garden Dr/Diamond Val Dr	Minor		SH 257 - Eastman Pk Dr	0.8	4,370	2017	3,954	6,400	3,496	5,120	Rural Minor Collector	2	8,000	0.52	0.80			
LCR 30			Westgate - Fairgrounds Ave	0.4	170	2015	6,804	6,900	68	2,760	Urb Maj Coll (Gravel)	2	11,000	0.02	0.63	Pave	8,000	\$ 988,000
LCR 30			Fairgds Ave - E/of Highland Mdw Pkwy	0.6	5,420	2013	7,741	13,500	3,252	8,100	Urban Major Collector	2	11,000	0.59	1.23	Widen to 4 Lanes	22,000	\$ 1,902,000
LCR 30			E/of Highland Mdw Pkwy - LCR 3	0.6	180	2015	9,526	5,600	108	3,360	Rural Coll (Gravel)	2	200	0.90	28.00			
Eastman Pk Dr			WCR 17 - SH 257	1.0	6,676	2016	8,390	9,400	6,676	9,400	Rural Minor Arterial	2	11,000	0.60	0.85			
Eastman Pk Dr			SH 257 - WCR 23	2.2	4,037	2013	7,926	9,500	8,881	20,900	Rural Minor Arterial	2	11,000	0.39	0.86			
Eastman Pk Dr			WCR 23 - GMA Line	0.7	2,687	2013	9,471	7,400	1,881	5,180	Rural Minor Arterial	2	11,000	0.26	0.67			
Steeplechase Dr			Highland Mdw Pkwy - WCR 13	1.3	1,540	2017	13,462	6,600	2,002	8,580	Rural Major Collector	2	8,000	0.18	0.83			
New Liberty Rd			WCR 13 - WCR 17	1.8	1,400	2017	19,996	9,500	2,520	17,100	Urban Minor Arterial	2	11,000	0.12	0.86			
New Liberty Rd			WCR 17 - Crossroads Blvd	0.7	2,430	2017	11,266	7,400	1,701	5,180	Urban Minor Arterial	2	11,000	0.19	0.67			
Crossroads Blvd			Fairgrounds Ave - WCR 13	2.0	11,000	2015	21,975	32,100	22,000	64,200	Rural Major Arterial	2	15,000	0.73	2.14	Widen to 4 Lanes	30,000	\$ 5,080,000
Crossroads Blvd			WCR 13 - WCR 17	2.0	10,002	2016	20,984	31,000	20,004	62,000	Rural Major Arterial	2	15,000	0.63	2.07	Widen to 4 Lanes	30,000	\$ 5,080,000
Crossroads Blvd			WCR 17 - SH 257	1.0	6,270	2017	26,614	26,600	6,270	26,600	Rural Major Arterial	4	30,000	NA	0.89			
WCR 60			WCR 13 - WCR 15	1.0	67	2012	6,912	4,200	67	4,200	Rural Coll (Gravel)	2	200	0.48	21.00	Pave	8,000	\$ 2,470,000
WCR 60			WCR 15 - WCR 17	1.0	75	2012	10,180	4,000	75	4,000	Rural Coll (Gravel)	2	200	0.55	20.00	Pave	8,000	\$ 2,470,000
LCR 5			LCR 32e - GMA Line	0.7	9,315	2016	18,221	22,300	6,521	15,610	Urban Minor Arterial	2	11,000	0.81	2.03	Widen to 4 Lanes	22,000	\$ 2,219,000
LCR 5			SH 392 - LCR 32e	0.5	6,500	2015	11,038	17,300	3,250	8,650	Urban Minor Arterial	2	11,000	0.59	1.57	Widen to 4 Lanes	22,000	\$ 1,585,000
Fairgrounds Ave			LCR 30 - SH 392	1.0	10,611	2015	11,121	16,500	10,611	16,500	Urban Major Arterial	2	15,000	0.71	1.10	Widen to 4 Lanes	30,000	\$ 3,170,000
Fairgrounds Ave			Crooked Stick Dr - LCR 30	1.0	5,924	2013	24,300	23,700	5,924	23,700	Urban Major Arterial	2	15,000	0.44	1.58	Widen to		

					Average Daily Traffic				VMT		Capacity Analysis / Improvement Needs							
Road	Minor Collectors (Not Major Road System)	State Highway	Segment	Segment Length (Miles)	Existing Counts	Count Year	2040 Model	2040 Forecasts (Manually Adjusted)	Existing	2,040	Funclass	Existing Thru Lanes	Existing Capacity (LOS C) (VPD)	Existing V/C	2040 No Action V/C	Preliminary 2040 Improvement Need	Capacity with Improvement	Estimated Construction Cost
WCR 19			SH 392 - WCR 70	1.0	9,000	2017	7,818	13,100	9,000	13,100	Urban Minor Arterial	2	11,000	0.76	1.19	Widen to 4 Lanes	30,000	\$ 1,585,000
SH 257/WCR 19		Yes	Garden Dr - SH 392	0.5	9,009	2015	11,504	16,300	4,505	8,150	Urban Major Arterial	2	15,000	0.60	1.09	Widen to 4 Lanes	30,000	\$ 1,585,000
SH 257/WCR 19		Yes	Eastman Park Dr - Garden Dr	0.5	10,976	2015	11,869	18,400	5,488	9,200	Urban Major Arterial	2	15,000	0.73	1.23	Widen to 4 Lanes	30,000	\$ 1,585,000
SH 257/WCR19		Yes	Crossroads Blvd - Eastman Park Dr	0.8	15,920	2017	14,294	23,800	12,736	19,040	Rural Major Arterial	2	15,000	1.02	1.59	Widen to 4 Lanes	30,000	\$ 2,032,000
SH 257/WCR19		Yes	GMA Line t- Crossroads Blvd	2.2	14,431	2016	17,942	26,100	31,748	57,420	Rural Major Arterial	2	15,000	0.93	1.74	Widen to 4 Lanes	30,000	\$ 5,588,000
WCR 21			WCR 70 - SH 392	1.0	1,620	2016	5,500	4,900	1,620	4,900	Rural Major Collector	2	8,000	0.20	0.61			
WCR 23 Great Western Dr			SH 392 - Eastman Park Dr	1.0	1,789	2014	6,145	8,500	1,789	8,500	Rural Minor Arterial	2	11,000	0.17	0.77			
WCR 23			Eastman Park Dr - Cache la Poudre	1.3	1,000	2014	3,734	3,500	1,300	4,550	Rural Major Collector	2	8,000	0.13	0.44			
New Roads																		
WCR 72			WCR 13 - WCR 15	1.0			8,158	8,200		8,200	Urban Major Collector	2	11,000		0.75	New Road	11,000	\$ 3,720,000
WCR 70.5	Minor		WCR 15 - WCR 17	1.0			3,786	3,800	-	3,800	Urban Minor Collector	2	11,000		0.35	New Road	11,000	\$ 3,720,000
WCR 70			WCR 13 - WCR 15	1.0			5,600	5,600	-	5,600	Urban Major Collector	2	11,000		0.51	New Road	11,000	\$ 3,720,000
WCR 70			WCR 15 - WCR 19	2.0				9,200		18,400	Urban Major Collector	2	11,000		0.84	New Road	11,000	\$ 7,440,000
WCR 70			WCR 15 - WCR 68.5	0.7			5,998	6,000	-	4,200	Urban Major Collector	2	11,000		0.55	New Road	11,000	\$ 2,604,000
Crossroads Blvd Extension			SH 257 - GMA Line	2.7			20,376	20,400	-	55,080	Rural Major Arterial	4	30,000		0.68	New Road	30,000	\$ 11,286,000
Westgate Drive	Minor		SH 392 to LCR 5/32e	0.8			10,979	11,000	-	8,800	Urban Minor Collector	2	11,000		1.00	New Road & Monitor	11,000	\$ 2,976,000
Westgate Drive			SH 392 to LCR 30	1.0			11,957	12,000	-	12,000	Urban Major Collector	2	11,000		1.09	New Road & Monitor	11,000	\$ 3,720,000
WCR 15.5	Minor		WCR 70 to WCR 72	1.0			6,350	6,400	-	6,400	Urban Minor Collector	2	11,000		0.58	New Road	11,000	\$ 3,720,000
																Grand Total including Minor Collectors		\$ 142,115,500
																Grand Total Major Streets		\$ 131,699,500





FUTURE TOWN BOARD MEETINGS

March 5, 2018 6:00 p.m.	Town Board Work Session Road Improvement Plan Prioritization - Planning
March 12, 2018 5:30 p.m. /1 st floor conference room	Board/Manager/Attorney Monthly Meeting Weld RE-4 Building Permit Fee Waiver Discussion
March 12, 2018 7:00 p.m.	Town Board Meeting Kern Board Meeting
March 19, 2018 6:00 p.m.	Town Board Work Session Town Manager Candidates – meet & greet
March 26, 2018 6:00 p.m.	Town Board Work Session Park Development Fees
March 26, 2018 7:00 p.m.	Town Board Meeting
April 2, 2018 6:00 p.m.	Town Board Work Session Preliminary review of water rate study
April 9, 2018 5:30 p.m. /1 st floor conference room	Board/Manager/Attorney Monthly Meeting
April 9, 2018 7:00 p.m.	Town Board Meeting
April 16, 2018 6:00 p.m.	Town Board Work Session
April 23, 2018 6:00 p.m.	Town Board Work Session
April 23, 2018 7:00 p.m.	Town Board Meeting
May 7, 2018 6:00 p.m.	Town Board Work Session
May 14, 2018 5:30 p.m. /1 st floor conference room	Board/Manager/Attorney Monthly Meeting
May 14, 2018 7:00 p.m.	Town Board Meeting Kern Board Meeting

May 21, 2018 6:00 p.m.	Town Board Work Session Broadband Update
May 28, 2018 6:00 p.m.	Town Board Work Session Labor Day – Offices Closed
May 28, 2018 7:00 p.m.	Town Board Meeting Labor Day – Offices Closed

Additional Events

March 19-20, 2018	Town Manager Interviews
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Future Work Session Topics

- Code Update meeting with Planning Commission (next code section in series) - Planning
- Raindance/LaBue Land Acquisition
- CDOT/Johnny Olson presentation
- Joint meeting with DDA regarding Mill project