



TOWN BOARD WORK SESSION

April 4, 2022 - 5:30 PM

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

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

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

AGENDA

1. Meet the Board - New Employee - J. Thornhill, Community Development Director
2. ARPA Follow Up Presentation - S. Hale, Town Manager
3. 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: April 4, 2022
To: Mayor and Town Board
Via: Shane Hale, Town Manager
From: John Thornhill, Community Development Director
Re: Meet the Board: Eric Bracke, Transportation Engineer
Item #: 1.

Background / Discussion:

Mr. Bracke brings 43 years of transportation planning and traffic engineering to this position, the last 34 years of which have been in Northern Colorado. He has been the traffic engineer for both Fort Collins and Greeley as well as worked extensively for and with the North Front Range MPO. Mr. Bracke also has worked as a consultant during this time specializing in roundabouts, traffic signals and transportation impact analysis. His areas of expertise include traffic signals, roundabouts, intelligent transportation systems, neighborhood traffic calming, safety, transportation planning as well as the aspects involved with the plan-design-build process in the implementation of transportation projects. Many of the roundabouts and traffic signals currently operating within the Town have his fingerprints on them.

Mr. Bracke is a professional engineer, a professional traffic operations engineer, a League certified bicycling instructor and member of Bicycle Colorado, the League of American Cyclists, and a Fellow Member with the Institute of Transportation Engineers



MEMORANDUM

Date: April 4, 2022
To: Mayor and Town Board
Via: Shane Hale, Town Manager
From: Shane Hale, Town Manager
Re: ARPA Follow Up Presentation
Item #: 2.

ATTACHMENTS:

▢ ARPA Presentation



American Rescue Plan Act (ARPA) Spending Presentation

Windsor Town Board Meeting
April 4, 2022





American Rescue Plan Act (ARPA)

To support the immediate pandemic response, bring back jobs, and lay the groundwork for a strong and equitable recovery, the American Rescue Plan Act of 2021 established the Coronavirus State and Local Fiscal Recovery Funds (SLFRF), designed to deliver \$350 billion to state, local, territorial, and Tribal governments to bolster their response to the COVID-19 emergency and its economic impacts. Today, Treasury is launching this much-needed relief to:

- *Support urgent COVID-19 response efforts to continue to decrease spread of the virus and bring the pandemic under control;*
- *Replace lost public sector revenue to strengthen support for vital public services and help retain jobs;*
- *Support immediate economic stabilization for households and businesses; and,*
- *Address systemic public health and economic challenges that have contributed to the unequal impact of the pandemic on certain populations.*



ARPA - Funding for Windsor

Category of Funding: Non-Entitlement Unit of Local Government (NEU)
- Local Governments with Less than 50,000 Population

Distribution of Funding from the State of Colorado

Funding Based on Population and Divided into 2 Amounts (Tranches)

1. \$3,830,193 – May 2021
2. \$3,830,193 – May 2022

Award Period

1. Costs Incurred After March 2nd, 2021
2. Projects Must be Obligated Prior to December 31st, 2024
3. All Funds Spent by December 31st, 2026



ARPA Overview

Recipients may use the funds to:

- Replace Lost Public Sector Revenue
- Support Public Health Response
- Assistance to Households, Small Businesses and Non-Profits
- Provide Premium Pay for Essential Workers
- Equity Advancements in Qualified Census Tracts
- Invest in Water, Sewer, and Broadband Infrastructure



ARPA Guidelines

Ineligible Uses of Funds

- Offset Reductions in Tax Rate
- Make a Deposit to a Pension Fund
- Replenish Fund Reserves
- Pay Down Debt
- Fund Legal Settlements or Judgements



ARPA Guidelines

*The Office of Management and Budget's (OMB) Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (commonly called the "Uniform Guidance") generally applies to SLFRF. **Costs must follow the requirements in 2 CFR 200 Subpart E, Cost Principles ("Super Circular") including procurement standards.***

<https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200>



ARPA Guidelines

More on Federal Requirements...

- All Non-Personnel Spending Possibly Subject to Added Compliance
 - Debarment, Buy America, Brooks Act, Davis Bacon, Bidder Certifications, Title VI, DBE, Piggyback Clauses
- Local Preferences Not Allowed
- Large Projects Will Require a Designated Project Manager
- Increased Project Costs
- Increased Reporting and Record Retention Requirements
- Government Services Definition May Not Align to Super Circular



Suggested Spending Proposals By Eligible Use Category





Replacing Lost Public Sector Revenue

SLFRF funding may be used to pay for "government services" in an amount equal to the revenue loss experienced by the recipient due to the COVID-19 public health emergency.

Government Services generally include any service traditionally provided by a government. Common examples include maintenance or pay-go funded building of infrastructure (roads); modernization of cybersecurity; health services; environmental remediation; school or educational services; and the **provision of police**, fire, and other public safety services.



Replacing Lost Public Sector Revenue

Recipients have two options for how to determine their amount of lost revenue:

1. Recipients may elect a “standard allowance” of up to \$10 million (not to exceed award amount) to spend on government services through the period of performance.
2. Recipients may calculate their actual revenue loss according to (a complicated) formula articulated in the final rule. Town of Windsor Calculated Revenue Loss = \$4.6M

Town Manager's Recommendation

Government service is the most flexible eligible use category under the SLFRF program, and funds are subject to streamlined reporting and compliance requirements.

Recommended approach is to apply all grant funds towards this category for ease of use, which will free up funds to be applied to any use that the Town Board believes will positively impact the community due to impacts from COVID-19, whether or not they are enumerated in the guidance.

Negative Economic Impacts

The recipient [is required] to, first, identify a need or negative impact of the COVID–19 public health emergency and, second, identify how the program, service, or other intervention addresses the identified need or impact. Eligible uses under this category must be in response to the disease itself or the harmful consequences of the economic disruptions resulting from or exacerbated by the COVID–19 public health emergency. The enumerated eligible uses were presumed to meet this criterion.

Negative Economic Impacts

Economic Development

1. Tourism Rejuvenation Efforts - \$220k

- Visitors Guides - Graphics, photo shoots, drone footage, maps, and copy writing
- Web site – Visitor blogs, and content management
- Maps – Design, printing, and distribution
- Social Media – Messaging on all platforms, targeted demographic marketing, community promotion and event promotion
- Video Production – Visit Windsor commercials
- TV Everywhere – Digital media, physiographic marketing – Age, income, and interests
- Radio Advertising – Include all media partners focus on community events and tourism

Negative Economic Impacts

Economic Development

1. Business Assistance Software - \$87k

- Two Software programs for 3 years
 - Placer Software – \$66,000 for 3 years, paid in year 1 (\$66k)
 - Retail, events, trade area, tourism and sales tax. Plus visitation information
 - Size Up – 3k set up and 6k per year for three years (\$21k)
 - SizeUp is designed to help your business customers make smarter decisions based on data. SizeUp shows companies how they can grow, stay competitive, and succeed powered by SizeUp's groundbreaking and award winning technology.

Negative Economic Impacts

Economic Development

1. Marketing Software & Training - \$30k

- Training local business in potential partnership with SBDC
- 3-year program 10k per year
- Teaching the businesses how to market, not just marketing for them. Monthly classes with potential financial assistance at the completion of the course work.



Negative Economic Impacts

Economic Development Recommendations:

1. Tourism Rejuvenation Efforts - \$220k
2. Business Assistance Software - \$87k
3. Marketing Software & Training - \$30k

TOTAL REQUEST

\$337,000

Negative Economic Impacts

Economic Development

1. Potential Programs:

- a. Partnered Contracted Shuttle Service (FLSC-Eastpoint-Downtown-Brands) - \$1.5M for three years
 - i. Funding would need to come from general fund

- b. Child Care Funding – Colorado Preschool Development Grant
needs assessment, which included parent preference in the absence of barriers as a factor, identified a deficit of 39,000 licensed childcare slots in Colorado for children birth through age five. The majority of this deficit can be found in infant and toddler populations, with a 10,000-slot deficit for infants under 1 year and a 18,000-slot deficit for toddlers ages 1 – 2 years old.
 - i. Could incentivize the building of more facilities with fee waivers
 - ii. Support CRC childcare and summer programs



Negative Economic Impacts

Parks, Recreation & Culture

CRC Net Revenue Loss - \$455k

Remote Viewing Subscription for Sporting Activities - \$44k

- PRC Department to consider adding future fee for subscription per sport/activity

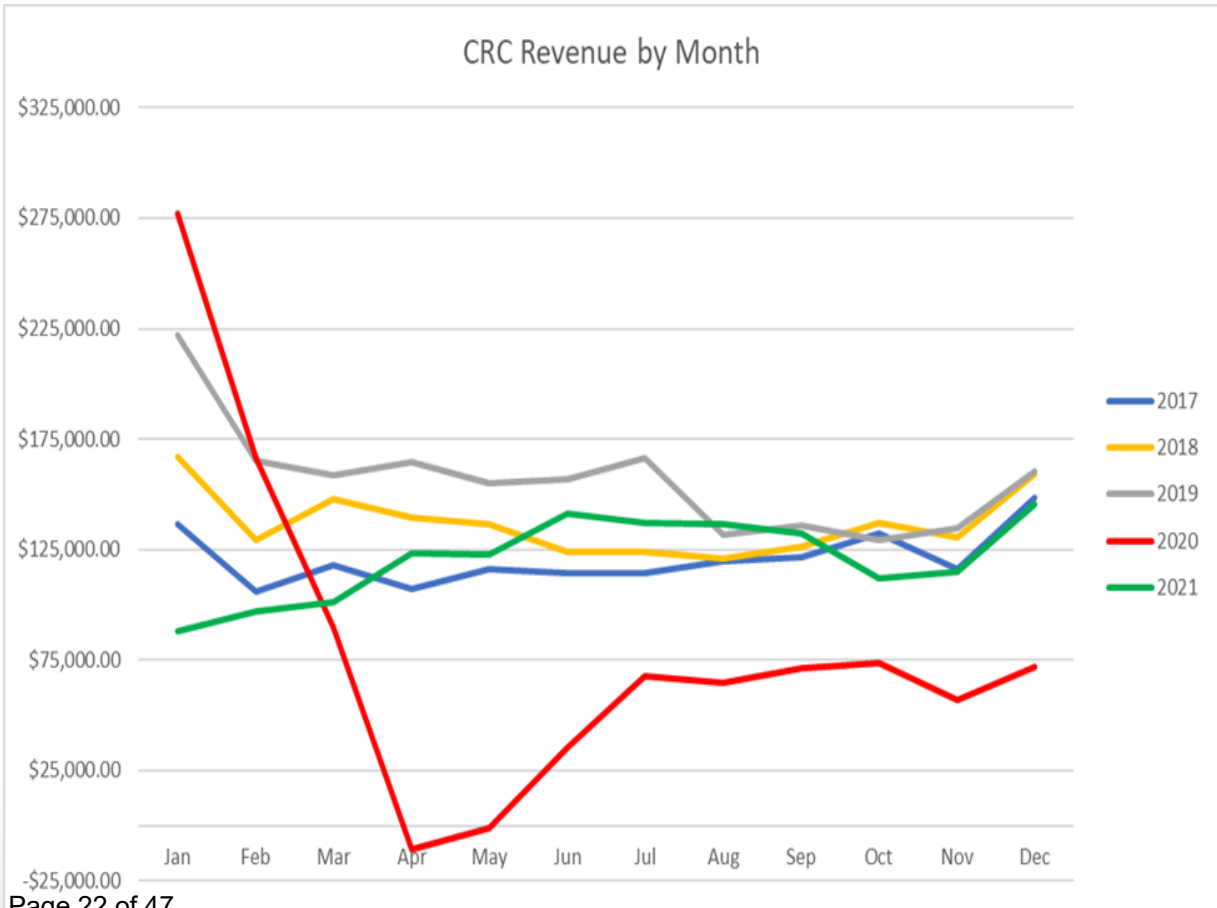
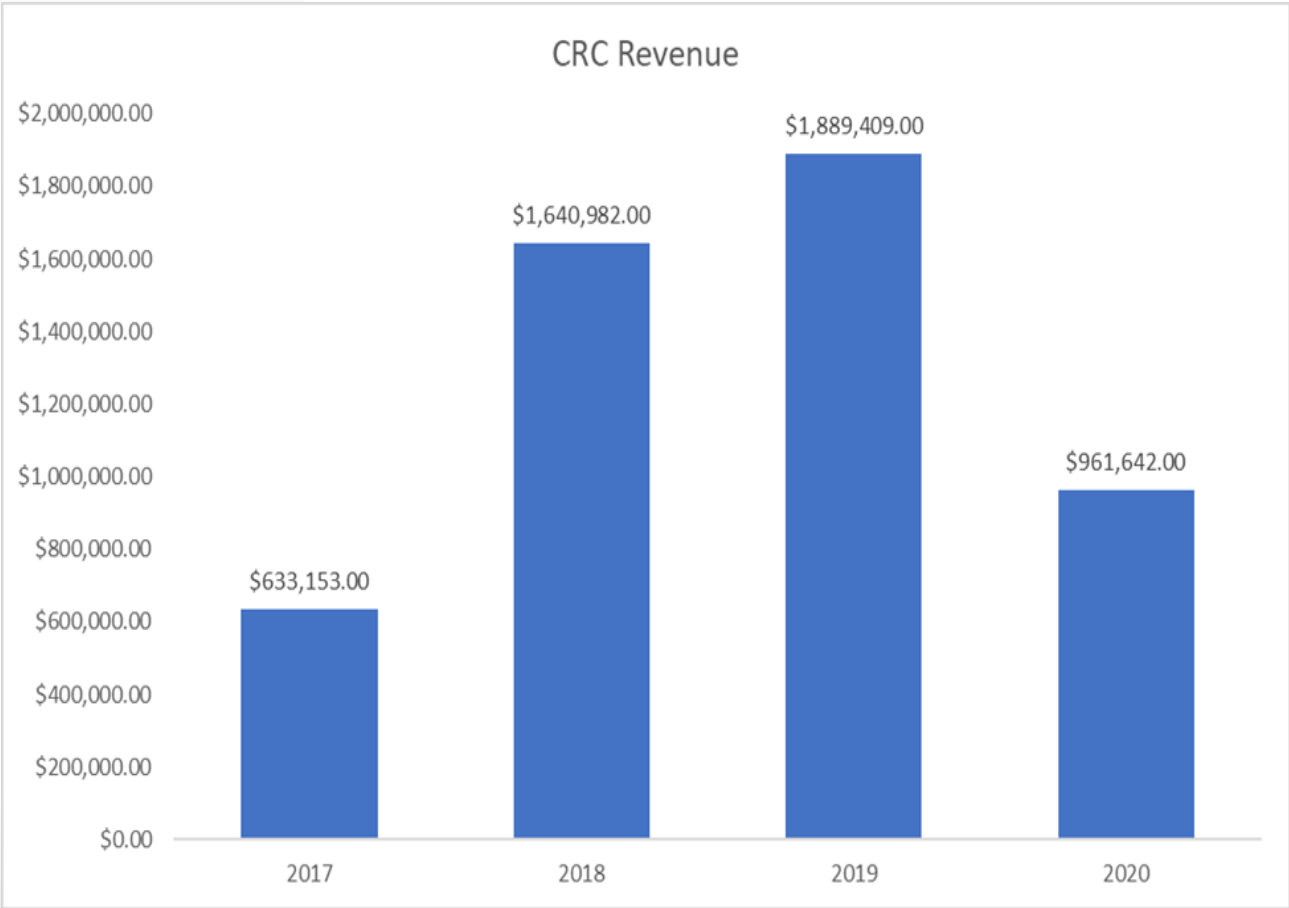
Communications

Bang the Table Subscription - TBD add cost



Community Recreation Center Net Revenue Loss

- 2020 Net Loss was \$455,000 between both funds





Impacts to Public Health

The recipient [is required] to, first, identify a need or negative impact of the COVID–19 public health emergency and, second, identify how the program, service, or other intervention addresses the identified need or impact. Eligible uses under this category must be in response to the disease itself or the harmful consequences of the economic disruptions resulting from or exacerbated by the COVID–19 public health emergency. The enumerated eligible uses were presumed to meet this criterion.



Impacts to Public Health

Police Services

1. Body Cam Program - \$833k
2. Designated Parks Police Officer - \$175k
3. Co-Responder Program - \$70k
4. Peer Support - \$108k

Town in General

1. On-Site Rapid Test Supplies – TBD

Impacts to Public Health

INVESTIGATION NEEDS

- Off-site building for investigations.
 - Current work areas is too small to meet needs
 - Six staff members working out of area designed for four.
 - Other areas being used for dual use that often conflict.
- Recommendation
 - Purchase or lease off-site facility until a new police building is completed.
 - Time range three plus years.
 - Remodel space at Town Hall and use off-site storage

Impacts to Public Health

- Purchase Options

<u>Unit</u>	<u>Unit Size</u>	<u>\$Q FT</u>	<u>Pricing</u>	<u>\$ / \$Q FT</u>
103	20' x 48'	960	\$ 187,000.00	\$ 200.00
812	20' x 60'	1200	\$ 264,000.00	\$ 220.00
TBD - Vaults Phase II	32' x 80'	2560	\$ 448,000.00	\$ 175.00

- Finish costs estimate of about \$150-\$300/square foot

Impacts to Public Health

- Lease Option
 - Lease available office or warehouse space
 - Cost: \$5000.00 - \$8000.00/month for up to three years
 - Finish cost depending on space estimated around \$200,000 - \$300,000
- Remodel Option
 - Repurpose space at Town Hall, use available storage at Public Works and purchase conex containers for storage as needed.
 - Cost \$100,000 - \$125,000



Community & Family Assistance

Disproportionately impacted households are those that experienced a disproportionate, or meaningfully more severe, impact from the pandemic. As discussed in the interim final rule, pre-existing disparities in health and economic outcomes magnified the impact of the COVID-19 public health emergency on certain households and communities.

Many different geographic, income-based, or poverty-based presumptions could be used to designate disproportionately impacted populations.



Community & Family Assistance

- Replenish Creative Communities/Entertainment Industry for Loss of Income - \$80k
- Childcare/Daycare Facilities – TBD
 - Assistance to Families – Considered Not Feasible
 - Revenue Loss to Facilities – Considered Not Feasible
 - Incentivize New Providers through New Grant Program

Community & Family Assistance

SUPPORT CREATIVE COMMUNITY - \$80,000

- COVID gathering restrictions affected businesses, performers, galleries, arts educators and support industries (stagehands, sound crews, merchandise vendors)
- Performances curtailed, rehearsals curtailed, events cancelled, foot traffic dropped, teaching/instruction curtailed
- Community events cancelled or curtailed

GRANTS TO VENUES

- Grants to existing establishments for on-site entertainment (draw patrons)
- Upgrades to performance spaces (stages, sound systems, lighting)

Community & Family Assistance

EVENTS

- Town host outdoor performances in Town-owned spaces, DDA spaces
- Coincide with events already on the calendar (staffing)
- Kid-friendly entertainment, Neighborhood Night Out
- Enhanced funding for Harvest Fest national acts
- Host teen Battle of the Bands (stage, lights, sound, prizes)

Community & Family Assistance

MUSIC EDUCATORS

- Grants to local teaching studios
- Grants for school-age music education (lessons, instruments, teaching materials, recitals)



Community & Family Assistance

SUPPORT TO LOCAL ART GALLERIES

- Grants for events, exhibits
- Grants for invitations/juried shows (prizes)
- Fund art classes/instruction
- Grants for gallery space renovation, remodels
- "Featured Artist" events at Farmers Markets

Community & Family Assistance

BENEFITS TO THE COMMUNITY

- Community-wide wellness
- Support to the artistic community (economics)
- Community culture, cohesiveness, return to "normal"



Premium Pay for Essential Workers

Funds may be used to provide premium pay to eligible workers performing essential work during the pandemic. Premium pay may be awarded to eligible workers up to \$13 per hour. Premium pay must be in addition to wages or remuneration (i.e., compensation) the eligible worker otherwise receives. Premium pay may not exceed \$25,000 for any single worker during the program.



Premium Pay for Essential Workers

Premium pay is designed to compensate workers who, by virtue of their employment, were forced to take on additional burdens and make great personal sacrifices as a result of the COVID-19 pandemic. Colorado mean annual salary (per BLS - May, 2020) is \$60,840. $150\% \text{ of annual salary} = \$91,260$ = threshold before justification is required.

Premium Pay is Not Under Consideration at this Time



Water and Sewer Infrastructure

Treasury considers a necessary investment in infrastructure to be one that is (1) responsive to an identified need to achieve or maintain an adequate minimum level of service, which may include a reasonable projection of increased need, whether due to population growth or otherwise and (2) a cost-effective means for meeting that need, taking into account available alternatives.

Further, Treasury understands that investments in infrastructure include improvements that increase the capacity of existing infrastructure and extend the useful life of existing infrastructure. Accordingly, water and sewer infrastructure investment projects include those that conserve water, thereby reducing pressure on infrastructure for the provision of drinking water, and that recycle wastewater and stormwater, thereby reducing pressure on the infrastructure for treating and managing wastewater and stormwater. Projects that manage, reduce, treat, or recapture stormwater or subsurface drainage water are also eligible.



Water and Sewer Infrastructure

Community Development

1. Chestnut Street Drainage Improvements - \$4.2M

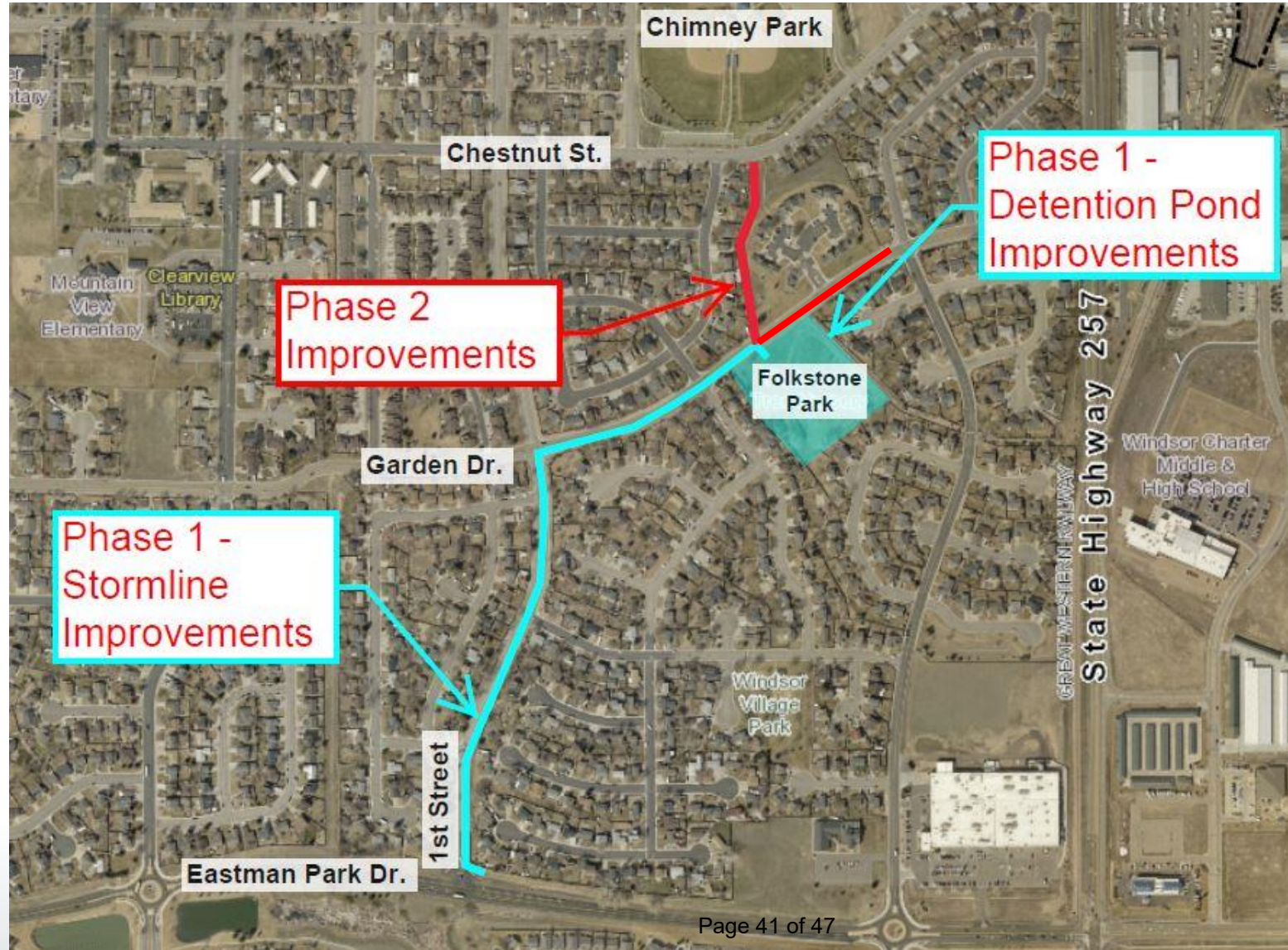
Public Services

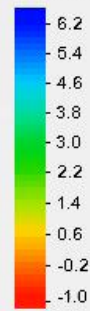
1. Resident Xeriscaping and Water Conservation Grants - \$200k
2. Security Systems for Water System - \$25K



Chestnut St to Eastman Pk Dr Drainage Improvement

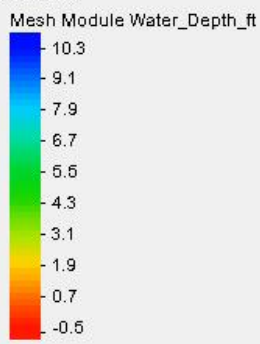
Chestnut Street to Garden Dr. Improvements





Chestnut Street to Eastman Park Drive – Existing Depths





Chestnut Street to Eastman Park Drive – Proposed Depths





Thank you!



MEMORANDUM

Date: April 4, 2022
To: Mayor and Town Board
Via: Shane Hale, Town Manager
From: Karen Frawley, Town Clerk
Re: Future Meeting Agenda
Item #: 3.

ATTACHMENTS:

- ▢ Future Meetings Agenda



FUTURE TOWN BOARD MEETINGS

April 11, 2022 5:30 p.m.	Town Board Work Session Town Board-Manager-Attorney Monthly Meeting Metro District Policy Review
April 11, 2022 7:00 p.m.	Town Board Regular Meeting
April 18, 2022 5:30 p.m.	Town Board Work Session Shurview Property Update
April 25, 2022 5:00 p.m.	Town Board Work Session Arbor Day Poster recognition (5:00 – 5:30 p.m.) Main Park Shelter Meet the Board Water Supply Update Traffic and Code Surcharge Fees
April 25, 2022 7:00 p.m.	Town Board Regular Meeting
May 2, 2022 5:30 p.m.	Town Board Work Session Town Board Orientation with Sam Light Town Board Technology Orientation
May 9, 2022 5:30 p.m.	Town Board Work Session Water Lawyer Update Regional Transportation Discussion
May 9, 2022 7:00 p.m.	Town Board Regular Meeting
May 16, 2022 5:30 p.m.	Town Board Work Session Follow-up to Metro District Policy Review
May 23, 2022 5:30 p.m.	Town Board Work Session
May 23, 2022 7:00 p.m.	Town Board Regular Meeting
May 30, 2022	Canceled – Memorial Day Holiday
June 6, 2022 5:30 p.m.	Town Board Work Session
June 13, 2022 5:30 p.m.	Town Board Work Session

June 13, 2022
7:00 p.m.

Town Board Regular Meeting

June 20, 2022
5:30 p.m.

Town Board Work Session

June 27, 2022
5:30 p.m.

Town Board Work Session

June 27, 2022
7:00 p.m.

Town Board Regular Meeting

Future Work Session Topics

- DDA Entertainment District
- Telecom Code (Pending FCC Rules)
- Regional Water Treatment Plant Site
- Proportional services and amenities for planned population
- Colorado Opioids Settlement Use Ideas
- FAMLI Opt-Out (June)
- Economic development/retail needs based on population levels (following retail assessment)
- Land Use Code Update
- Discuss Wells Used For Geologic Sequestration of Carbon Dioxide draft ordinance