



TOWN BOARD WORK SESSION

April 5, 2021 - 6:00 PM

Town Board Chambers, 301 Walnut Street, Windsor, CO 80550

Please click this URL to join. <https://windsorgov.zoom.us/j/91953859022>

OR join by telephone at (888) 788-0099 or (877) 853-5247

Webinar ID:919 5385 9022

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

AGENDA

1. MetroDPA Program Update - K. Frawley, Town Clerk
2. Walnut Street Bikeway - Back-In Parking - P. Hornbeck, Senior Planner
3. Priority Based Budgeting - E. Lucas, Public Services Director, J. Thornhill, Community Services Director, J. Humphries, Administrative Services Director, D. Moyer, Finance Director, K. Gannon, Budget Analyst, S. Hale, Town Manager
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: April 5, 2021
To: Mayor and Town Board
Via: Shane Hale, Town Manager
From: Karen Frawley, Town Clerk
Re: Metro Down Payment Assistance Program Update
Item #: 1.

Background / Discussion:

At the January 11, 2021 Town Board Work Session representatives presented on the metroDPA program for consideration. After the presentation, the Town Board requested staff complete some research and bring this program back for discussion at a future work session. As you will recall, the metroDPA program is a unique down payment assistance program that is administered by the City and County of Denver.

Staff reached out to surrounding municipalities that have already approved the program as well as local banks to obtain their feedback on the program. Evans, Erie, Golden, Loveland, Fort Collins, and Larimer County all responded with a consensus that the program is beneficial for their residents, the program has been very well received, and they have not had any complaints or concerns with the program since approving. There were initial concerns with how the program was funded but those concerns were eased with education about the program.

Staff next reached out to local banks to obtain their feedback on the approval of the program. Bank of Colorado, Elevations Credit Union, Windsor State Bank, and Points West Community Bank all responded with a consensus of the program being advantageous for homebuyers in Windsor, the program having a positive reputation, and having no concerns or issues if the Town Board moved forward with the approval of the program. Bank of Colorado and Elevations Bank both stated they would be able to be lenders in the program if approved.

Diana Minardi with Stifel and Andrew Johnston with the City and County of Denver will be here to present and answer the Board's questions.

Financial Impact:

There is no cost or administrative burden to the Town to participate.

ATTACHMENTS:

- ▢ metroDPA Presentation
- ▢ Support Letter

Homeownership & Down Payment Assistance Program

metroDPA
down payment assistance

Department of Housing Stability

An Introduction

Metro Mortgage Assistance Plus Program (rebranded as metroDPA) is a homeownership program available in the Front Range.

- What does metroDPA do?
 - ✓ It provides a 30-year fixed rate mortgage loan (government or conventional)
 - ✓ And assistance (up to 6% of the loan amount) for a down payment or closing costs
- metroDPA is for **qualified** homebuyers who
 - ✓ Meet credit score requirements (min 640)
 - ✓ Are within income limits (\$150,000)
 - ✓ And are purchasing a home in an approved area

Current metroDPA Jurisdictions

Cities and Towns (within City limits)					Counties
Arvada	Commerce City	Firestone	Lochbuie	Strasburg	Adams County
Aurora	Dacono	Fort Collins	Lone Tree	Superior	Arapahoe County
Bennett	Deer Trail	Frederick	Longmont	Thornton	Boulder County
Berthoud	Denver	Golden	Loveland	Watkins	Broomfield County
Boulder	Edgewater	Greeley	Mead	Westminster	Denver County
Brighton	Englewood	Highlands Ranch	Northglenn	Wheat Ridge	Douglas County
Broomfield	Erie	Keenesburg	Parker		Jefferson County
Castle Rock	Evans	Lakewood	Platteville		Larimer County
Centennial	Federal Heights	Littleton	Sheridan		

Counties are for the unincorporated areas outside of City limits.

Approved Areas

Intergovernmental Agreements with Denver and Front Range communities including the Metro Mayor's Caucus, allow the program to grow.

metroDPA is continually self-supported as a result of the funds raised in the national capital markets.

metroDPA creates a road to homeownership without the use of taxpayer funds.

There is no cost and no administrative burden for your community to participate. All that is needed is approval to offer this opportunity to your residents.

Requested Action

Approve and execute the Delegation and Participation Agreement for the Metro Mortgage Assistance Plus Program (aka metroDPA)

- Supports realtors, lenders and builders in your community
- Provides needed options for homebuyers
- Helps address Housing Affordability for your residents

Borrowers using metroDPA are people who have jobs, can pay their bills and qualify for the loan, they simply need help with the down payment.
An average borrower has as income of \$78,300 (<80% of Denver Area Median Income)

Program Information

In existence since 2013, growing in popularity with real estate professionals due to low rates and beneficial assistance terms.

- 30 year fixed rate first mortgage (FHA/VA/Conventional) and
- 3-year forgivable second loan (0% interest, no monthly payments)
 - Beneficial to borrowers, helps build equity
 - Multiple assistance options
- Borrowers must meet guidelines and credit qualifications
- Not restricted to first-time homebuyers
- Provides lower Mortgage Insurance options
- Homebuyer education required
- More than 1,500 households helped

metroDPA Partnerships

metroDPA is brought to you by the City and County of Denver as Sponsor and its many partnerships including:

- Program Manager: Stifel
- Servicers: US Bank and Lakeview
- Agencies: FHA, VA, Freddie Mac and Fannie Mae
- Program Administrator: eHousing
- Bond Counsel: Kutak Rock, LLP
- City Housing Financial Advisor: CaineMitter
- Local Lenders: 100+ approved
- Participating Municipalities: 50 approved

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January 25, 2021

Paul Rennemeyer, Mayor
301 Walnut Street
Windsor, CO 80550

RE: SUPPORT – metroDPA Program: Jurisdiction Approval

Dear Mayor Rennemeyer,

On behalf of Academy Mortgage, where success is driven by our commitment to one another and our desire to pursue excellence personally and professionally, I would like to offer this letter of support for the metroDPA Program expanding into the Town of Windsor community. This program helps foster housing affordability by offering down payment assistance to borrowers.

This program requires no investment from the Town of Windsor. Approving metroDPA would let me help qualified borrowers in the community become homeowners. As a businessperson, offering a program like metroDPA helps me expand my business, stay competitive and support local residents.

In today's high-priced market, the demand from potential homebuyers for an assistance program that increases affordability is evident. In the last month alone, over 100 Coloradans were able to purchase a home because of metroDPA.

Approving the program's expansion into the Town of Windsor would mean your constituents could also benefit. The municipality approval docs are listed on www.metrodpa.org, towards the bottom of the home page. If you have any questions or wish to discuss this further, please contact Andrew Johnston at (303) 335-6338 or via email at Andrew.Johnston@denvregov.org

Sincerely,



Torrie Barr
Loan Officer
Academy Mortgage

cc: Scott Charpentier
Barry Wilson
Ken Bennett
Julie Cline
Victor Tallon
David Sislowski



MEMORANDUM

Date: April 5, 2021
To: Mayor and Town Board
Via: Shane Hale, Town Manager
From: Paul Hornbeck, Senior Planner
Re: Walnut Street Bikeway - Back-In-Parking
Item #: 2.

Background / Discussion:

Preliminary designs for the Walnut Street Bikeway were presented to Town Board at the January 25, 2021 Work Session. The plans included a conversion of the parking in front of Town Hall from head-in angled parking to back-in angled parking; however, we ran out of time to discuss this change at the work session. Given that back-in angled parking would be new to Windsor, we wanted to provide an overview of the change and provide an opportunity for discussion.

ATTACHMENTS:

- ▢ Presentation



TOWN OF WINDSOR

WALNUT CORRIDOR BIKEWAY PROJECT

TOWN BOARD UPDATE

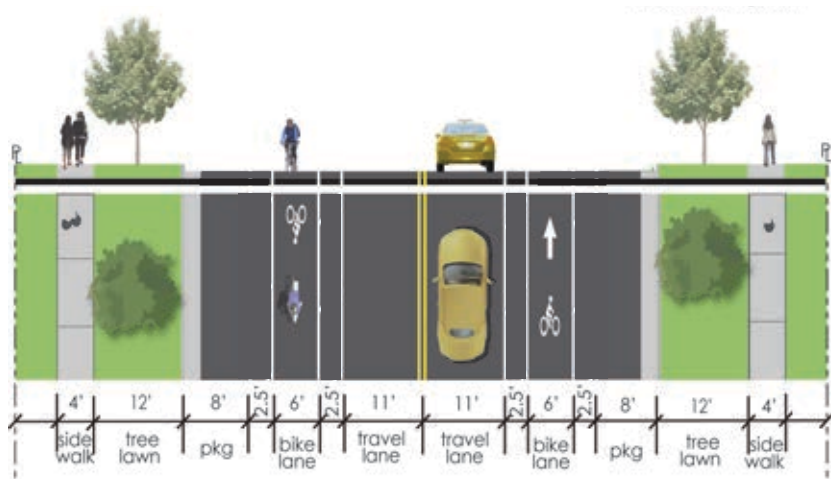
APRIL 5TH, 2021



Convert South Side Angle Parking to Parallel Parking (6th to 5th Street)



23 angle spaces on south side converted to 15 parallel spaces = change of 8 on this block



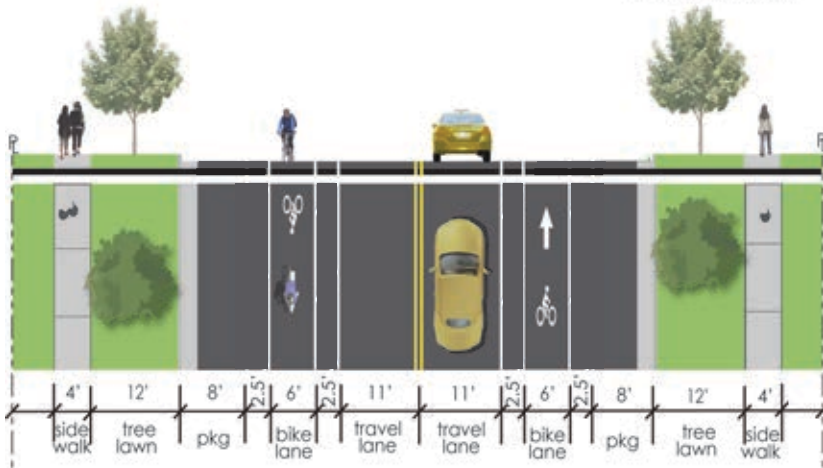
- Other options considered for these 2 blocks:
 - Angled parking with shared lane
 - Back-in angled parking
 - Center angled parking
 - Protected bike lane with new curbs

Parallel Parking and Back in Parking Pilot (4th to 3rd Street)

21 angle and 2 parallel spaces on north side converted to 13 parallel spaces = change of 10 on this block



13 angle spaces on south side converted to back in parking = no change



- Safest design with least crash potential
- Parking space changes for safety!
- Constructable this year within current budget
- Consistent with 7th Street buffered bike lanes
- Possibility to add parking in a 3-minute walk zone
- Downtown Parking Study to study changes in demand

Back in Parking Pilot in front of Town Hall (6 months)

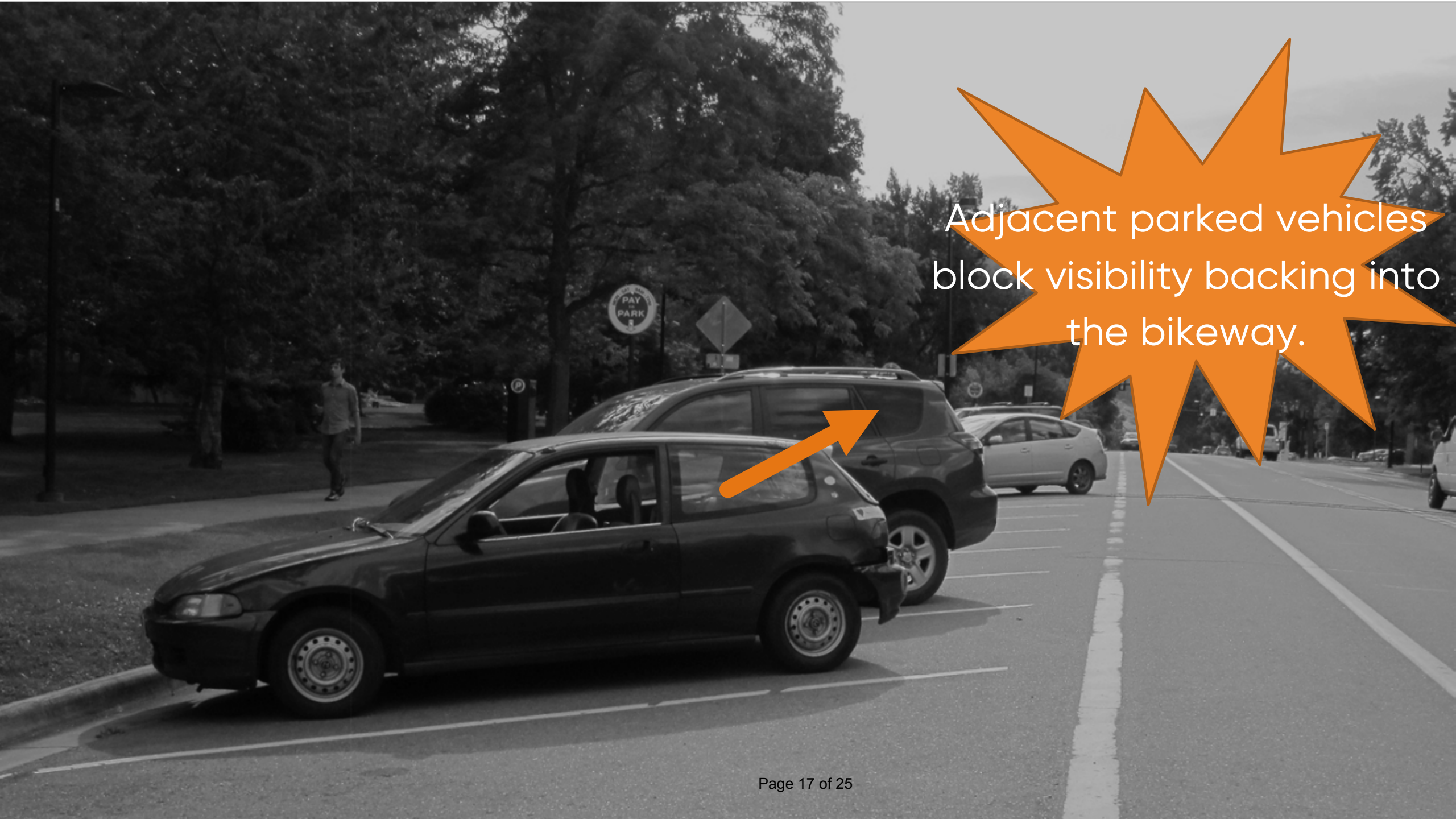
- Converted in June 2021 with Walnut Bikeway installation
- Parking signage installed with pilot project notification
- One city vehicle parked to help establish back in configuration
- Warnings only issued for head in parking during pilot
- Collect compliance data at 3 and 6 months
- Town Board review data and next steps in January 2022



Howes Street Fort Collins, CO: Image reference Kevin Duggan – The Coloradan

Drivers look looking over
shoulder into blind spots.

Drivers back into
bikeway.



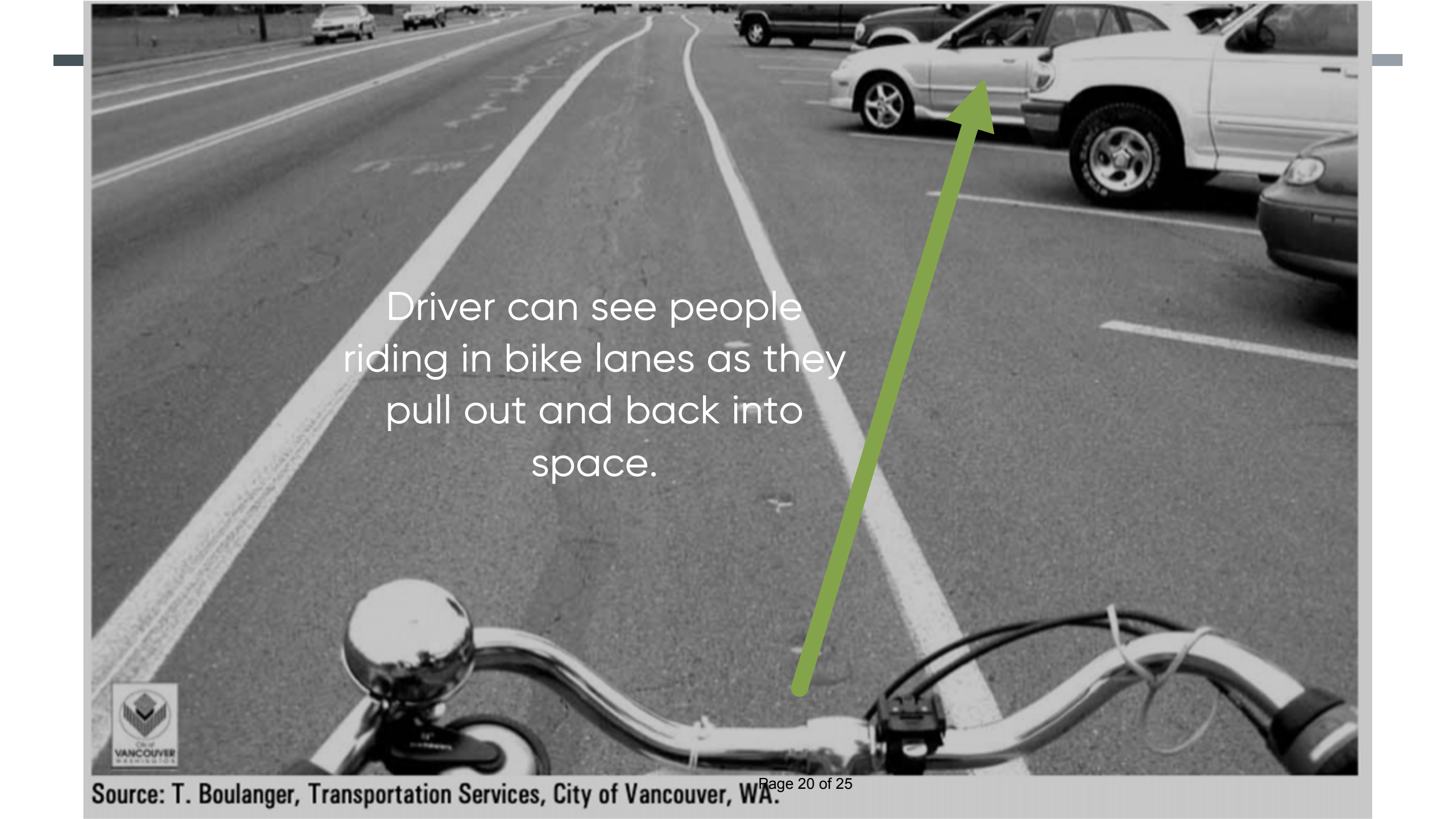
Adjacent parked vehicles
block visibility backing into
the bikeway.



People riding bicycles
are not visible to drivers
or their mirrors.



Driver can see people riding in bike lanes as they pull out and back into space.



Driver can see people riding in bike lanes as they pull out and back into space.





Should we proceed with the parking conversions and back in angle parking pilot on Walnut Street?



MEMORANDUM

Date: April 5, 2021
To: Mayor and Town Board
Via: Shane Hale, Town Manager
From: Eric Lucas, Director of Public Services
Re: Priority Based Budget Update
Item #: 3.

Background / Discussion:

Staff will provide a update on priority based budgeting and how we plan to use the the system in 2021 to produce insights that will better inform our 2022 budget process.



MEMORANDUM

Date: April 5, 2021
To: Mayor and Town Board
Via: Shane Hale, Town Manager
From: Karen Frawley, Town Clerk
Re: Future Meeting Agenda
Item #: 4.

ATTACHMENTS:

- ▯ Future Meetings Agenda



FUTURE TOWN BOARD MEETINGS

April 12, 2021 5:30 p.m.	Town Board Work Session Board-Manager-Attorney Monthly Meeting Code Amendments for Reimbursements NISP
April 12, 2021 7:00 p.m.	Town Board Regular Meeting
April 19, 2021 6:00 p.m.	Town Board Work Session Wastewater Treatment Plant Expansion Discussion Financing Options Sidewalk Food/Beverage Permit Public Consumption Code Update
April 26, 2021 5:15 p.m.	Town Board Work Session Eastman Park Site Visit and Over view Comprehensive Plan Review
April 26, 2021 7:00 p.m.	Town Board Regular Meeting
May 3, 2021 5:30 p.m.	Town Board Work Session Wastewater Treatment Plant Site Visit and Bio Solid Project Update
May 10, 2021 5:30 p.m.	Town Board Work Session Board-Manager-Attorney Monthly Meeting Park Fee Study Public Art Commission
May 10, 2021 7:00 p.m.	Town Board Regular Meeting
May 17, 2021 5:30 p.m.	Town Board Work Session Tree/Town Board Poster Contest Winners Recognition Urban3 Analysis Preview Presentation
May 24, 2021 5:30 p.m.	Town Board Work Session 7 th Street Multimodal and Walnut Street Bikeway Check in Terry Ranch Greeley Update
May 24, 2021 7:00 p.m.	Town Board Regular Meeting
May 31, 2021	Cancelled – Memorial Day Holiday

June 7, 2021 6:00 p.m.	Town Board Work Session Katy Press – Retail Review: Development Opportunity Matches
June 14, 2021 5:30 p.m.	Town Board Work Session Board-Manager-Attorney Monthly Meeting Presentation of COGCC Rulemaking Changes
June 14, 2021 7:00 p.m.	Town Board Regular Meeting
June 21, 2021 6:00 p.m.	Town Board Work Session
June 28, 2021 6:00 p.m.	Town Board Work Session Downtown Parking Study Update
June 28, 2021 7:00 p.m.	Town Board Regular Meeting

Future Work Session Topics

- Joint Meeting with Town of Windsor, Town of Severance, Fire District and School District – Tentative for Spring of 2021
- Telecom Code (Pending FCC Rules)
- Regional Water Treatment Plant Site
- Proportional services and amenities for planned population
- Economic development/retail needs based on population levels (following retail assessment)
- Body Cam Recommendations (July)