



TOWN BOARD SPECIAL MEETING
May 20, 2019 - 5:00 PM
1st Floor Conference Room, 301 Walnut Street, Windsor, CO 80550

AGENDA

A. CALL TO ORDER

1. Roll Call
2. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration

B. PRESENTATION / DISCUSSION

1. Meet The Board - New Hires
2. Roundabout Discussion
3. Projected Residential Buildout Based on Existing Land Use

C. COMMUNICATIONS

1. Communications from Town Manager
 - a. Future Meetings Agenda

D. EXECUTIVE SESSION

1. An executive session pursuant to Colorado Revised Statutes § 24-6-402 (4) (b) to confer with the Town Attorney for the purposes of receiving legal advice on specific legal questions (water storage and water rights project); Ian D. McCargar, Town Attorney.
2. An executive session pursuant to Colorado Revised Statutes 24-6-402 (4) (e) (I) for the purpose of of determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators with respect to water acquisition (Shane Hale; John Thornhill)

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: May 20, 2019
To: Mayor and Town Board
Via: Shane Hale, Town Manager
From: Brad Sorenson
Re: Meet The Board - New Employees
Item #: B.1.

Background / Discussion:

Last Name	First Name	Title	DOH	Supervisor
Beath	Jennifer	Admin Asst. Cust. Service	4/1/2019	Michael Lucerno
Ainsworth	Alexander	Utility Technician	4/15/2019	Terry Walker
Conway	Trisha	Deputy Town Clerk	4/22/2019	Krystal Eucker
Ragatz	Ethan	IT Analyst	5/13/2019	Corinne Millington



MEMORANDUM

Date: May 20, 2019
To: Mayor and Town Board
Via: Shane Hale, Town Manager
From: Shane Hale, Town Manager and Dennis Wagner, Director of Engineering
Re: Roundabout Discussion
Item #: B.2.

Background / Discussion:

Following your May 13th work session, staff updated the 5-year Road Impact Fee Capital Improvement Plan. The updated expenditure and revenue plans are attached. Note that the 2019 column in the expenditure plan includes the two New Liberty Road roundabouts with updated cost estimates. We haven't received final costs for engineering of the roundabouts but estimated costs are included. Note, too, that some right-of-way and a temporary construction easement are necessary on the northwest (Marcus Chapman) corner at 7th Street and New Liberty Road. Compensation for lost crop production on Chapman's property is included.

	7 th St. & New Liberty Rd.	WCR 13 & New Liberty Rd.
Construction	\$802,500	\$819,000
Engineering	60,000	60,000
Chapman ROW & easement	2,000	-
Chapman crop loss	25,000	-
Street lights	35,000	35,000
Landscaping	44,000	41,000
5% contingency	48,425	47,750
Total	\$1,016,925	\$1,002,750

ATTACHMENTS:

- ▢ Road Impact Fees and Roundabouts
- ▢ 2019-2023 Road Impact Fee Forecast

ROAD IMPACT FEES								
DATE	#PER	DESCRIPTION						
Balance 1/1/19			\$5,960,230		\$3,752,941			
January-19		Actual Collections	\$496,249					
February-19		Actual Collections	\$808,546					
March-19		Actual Collections	\$355,353					
April through December 2019		Projected Collections Through YE	\$2,092,793					
February-19		INTERWEST CONSULTING	(\$9,821)					
April through December 2019		Crossroads Blvd Extension - 60% Design	(\$275,000)					
		SH 257/EPD Intersection Improvements	(\$600,000)					
		New Liberty/WCR 13 Roundabout	(\$1,002,750)					
		New Liberty/7th Street Roundabout	(\$1,016,925)					
		Harmony Rd/CR13 Traffic Signal share wTimnath	(\$150,000)					
		Street oversizing Harmony Rd between LCR13 & Duncroft	(\$1,600,000)					
Balance 12/31/19			\$5,058,675					
2020		Projected Collections	\$3,918,812					
		Street oversizing Harmony Rd between WCR15 & Duncroft	(\$1,600,000)					
		Street oversizing LCR5@ Ptarmigan 4th	(\$1,800,000)					
		Street oversizing LCR5@ Fossil Creek Ranch	(\$700,000)					
		WCR 13 realignment at Jacoby Rd - ROW Acquisition	(\$123,000)					
Balance 12/31/20			\$4,754,487					
2021		Projected Collections	\$4,021,962					
		SH 392 widening between 17th WCR 13	(\$135,000)					
		Harmony Rd widening WCR15 &SH257	(\$220,000)					
		Crossroads Blvd at WCR 13 intersection Improvements	(\$75,000)					
Balance 12/31/21			\$8,346,449					
2022		Projected Collections	\$4,133,676					
		SH 392 widening between 17th WCR 13	(\$40,000)					
		Harmony Rd widening WCR15 &SH257	(\$450,000)					
		Crossroads Blvd at WCR 13 intersection Improvements	(\$750,000)					
Balance 12/31/22			\$11,240,125					
2023		Projected Collections	\$4,268,926					
		SH 392 widening between 17th WCR 13	(\$1,600,000)					
		Harmony Rd widening WCR15 &SH257	(\$2,700,000)					
Balance 12/31/23			\$11,209,051					
2024		Projected Collections	\$4,392,439					
Balance 12/31/24			\$15,601,490					

Dean Moyer:
To balance to 2019 projected collections of \$3,752,941

5-Year Road Impact Fee CIP Expenditures

6-Street Development Projects				Initial Funding Source	2019	2020	2021	2022	2023	Total 5yr CIP
19-023	22	Right Turn Lane at corner of SH392/SH257		CIF-Road Impact Fees	0	0	0	0	0	0
16-003	24	SH 257/Eastman Park Dr intersection improvements		CIF-Road Impact Fees	600,000	0	0	0	0	600,000
19-003	34	New Liberty / WCR 13 traffic signal		CIF-Road Impact Fees	0	0	0	0	0	0
		New Liberty / WCR 13 roundabout			1,002,750					1,002,750
17-018	34	7th Street / New Liberty traffic signal		CIF-Road Impact Fees	0	0	0	0	0	0
		7th Street / New Liberty roundabout			1,016,925					1,016,925
19-020	21	Harmony Rd/CR13 Traffic Signal share w/Timnath		CIF-Road Impact Fees	150,000	0	0	0	0	150,000
17-024	28	Street Oversizing Harmony Rd between LCR13 & Duncroft		CIF-Road Impact Fees	1,600,000	0	0	0	0	1,600,000
		Street Oversizing Harmony Rd between Duncroft & WCR 15				1,600,000				1,600,000
19-013		Street Oversizing LCR5 @ Ptarmigan 4th		CIF-Road Impact Fees	0	1,800,000	0	0	0	1,800,000
19-014	28	Street Oversizing LCR5 @ Fossil Creek Ranch		CIF-Road Impact Fees	0	700,000	0	0	0	700,000
		SH 392 widening between 17th St. & WCR 13, Including Intersection Improvements - Design/ROW Acquisition/Construction		CIF-Road Impact Fees			135,000	40,000	1,600,000	1,775,000
		WCR 13 realignment at Jacoby Rd - ROW acquisition		CIF-Road Impact Fees		123,000				123,000
		Harmony Rd widening between WCR 15 & SH 257 - Design/ROW Acquisition/Construction		CIF-Road Impact Fees			220,000	450,000	2,700,000	3,370,000
		Crossroads Blvd at WCR 13 intersection improvements		CIF-Road Impact Fees			75,000	750,000		825,000

Totals = 4,369,675 4,223,000 430,000 1,240,000 4,300,000 14,562,675



MEMORANDUM

Date: May 20, 2019
To: Mayor and Town Board
Via: Shane Hale, Town Manager
From: Scott Ballstadt, Director of Planning
Re: Projected Residential Buildout Based on Existing Land Use
Item #: B.3.

Background / Discussion:

Planning staff has prepared the enclosed presentation slides to depict residential growth scenarios based upon the Town's existing land use map and various master plan and subdivision entitlements for discussion purposes.

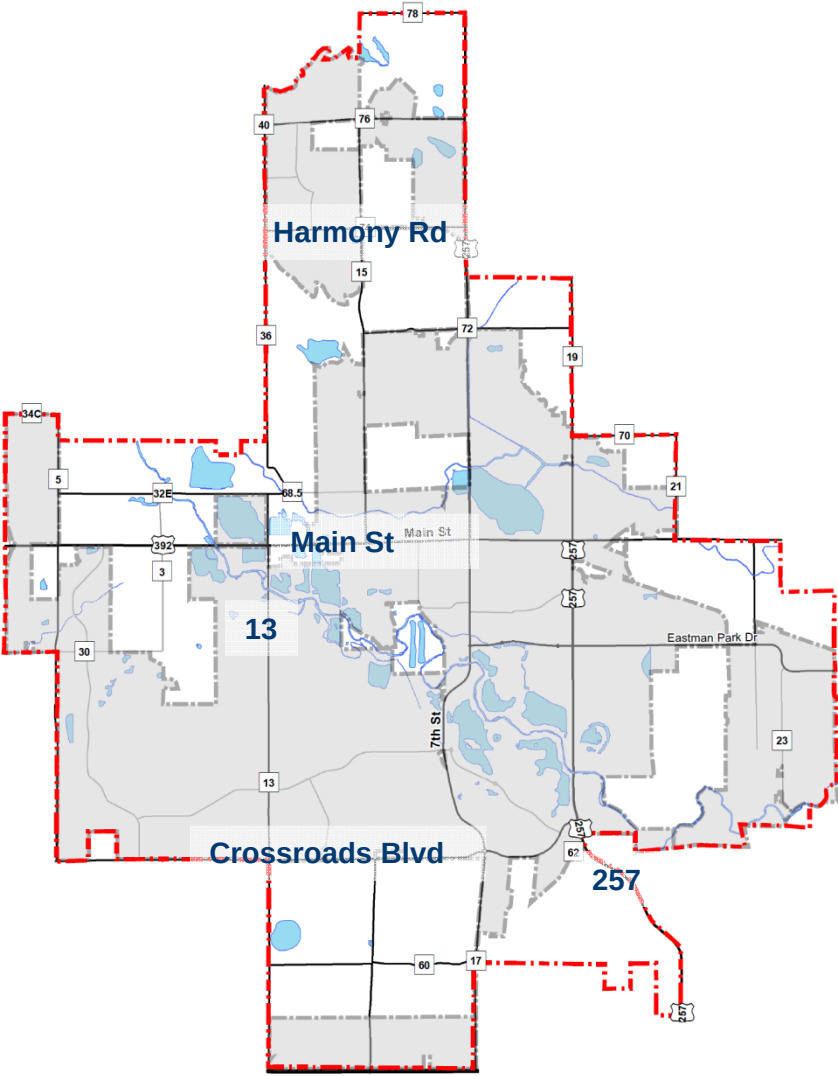
ATTACHMENTS:

- ▢ presentation



Existing 2019 Town Limits

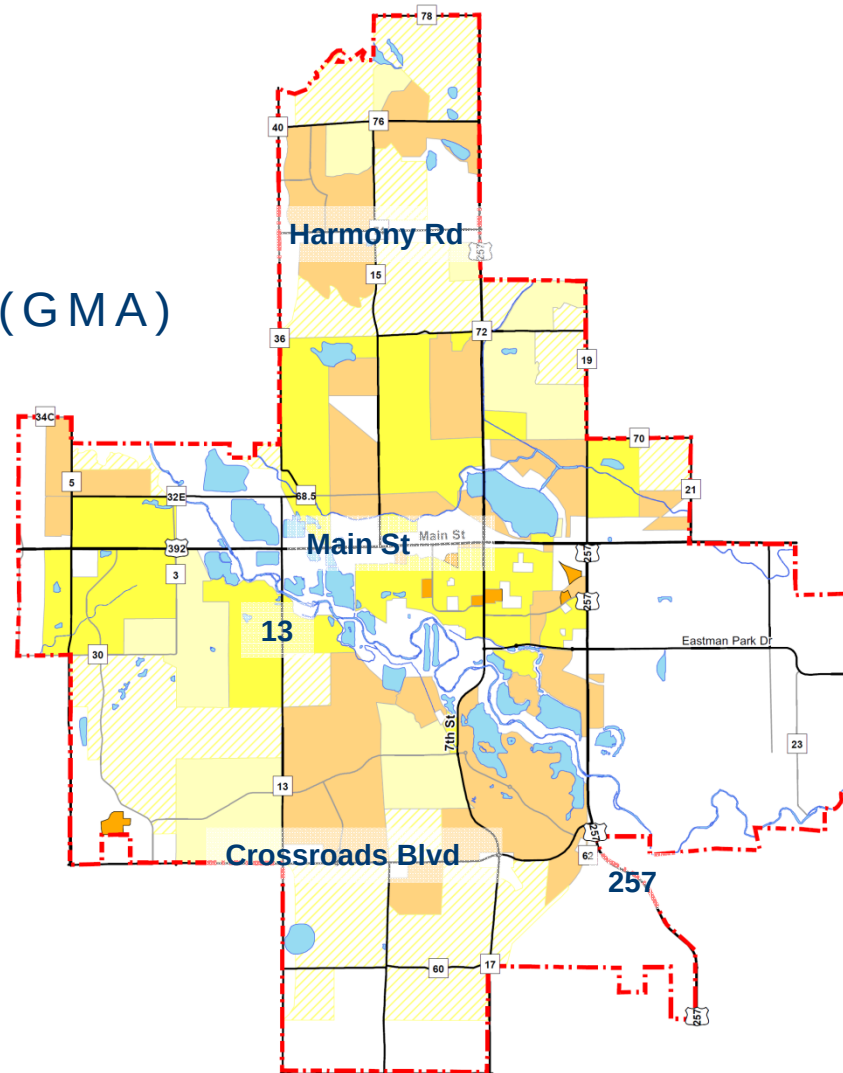
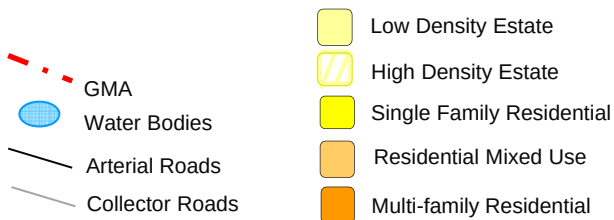
- Properties within town limits
- Town Limits
- GMA
- Water Bodies
- Arterial Roads
- Collector Roads





Potential Population Growth Management Area (GMA)

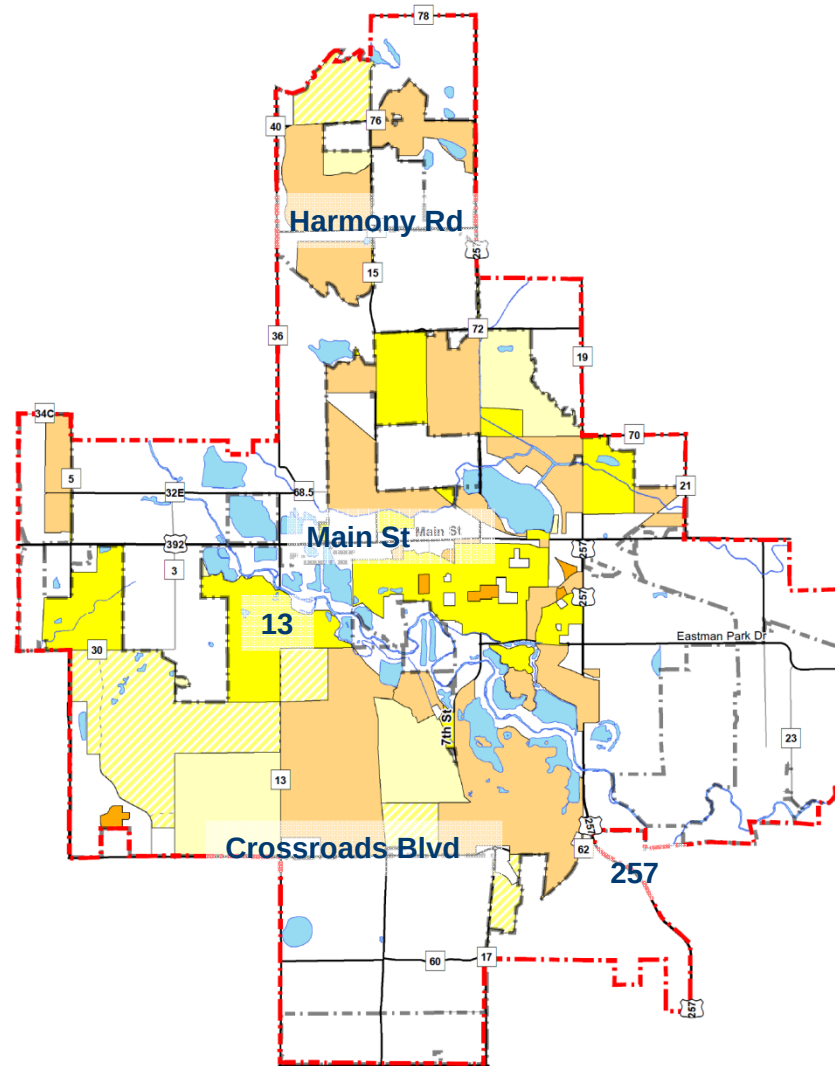
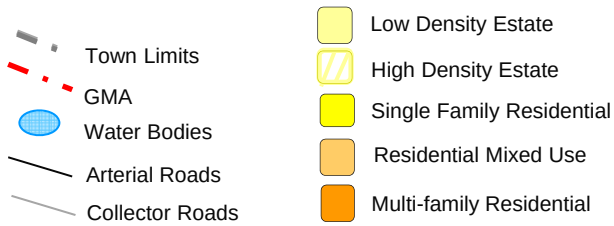
- Build-out population ~100,000
- Residential land uses of Comp Plan Land Use Map
- Includes currently developed unincorporated areas outside Town Limits
- Includes areas served by all water providers





Potential Population 2019 Town Limits

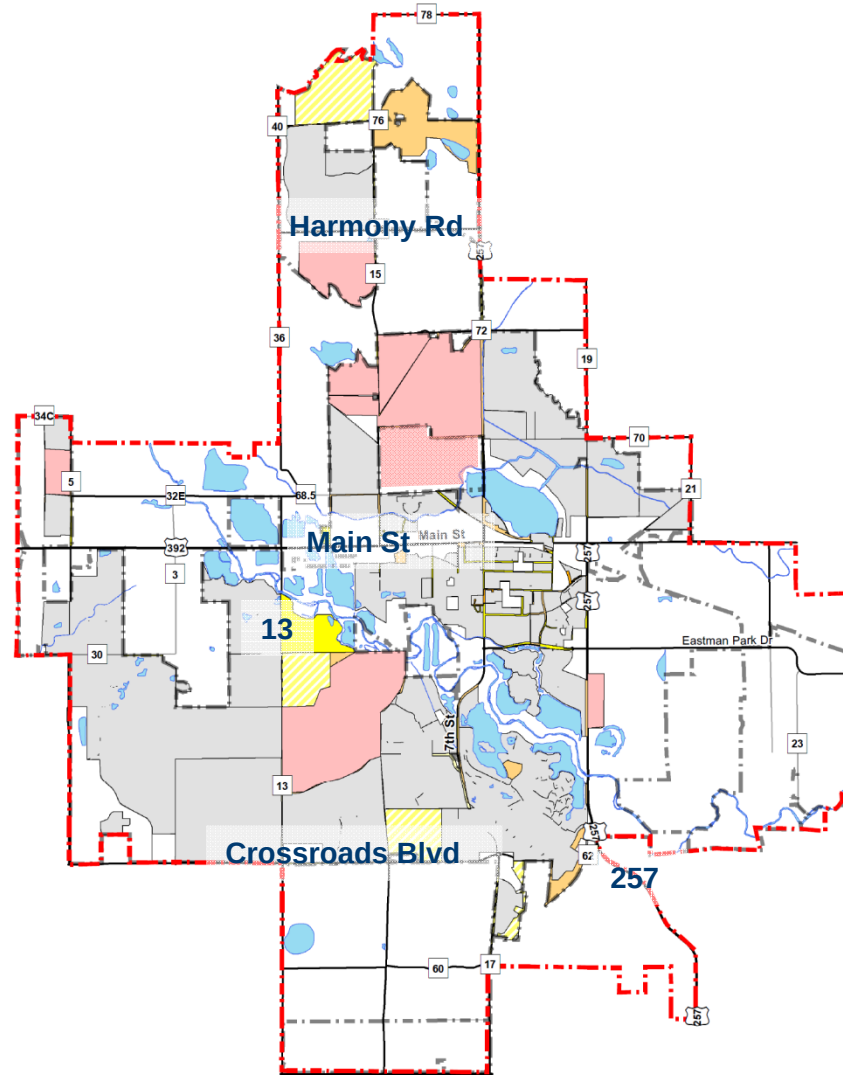
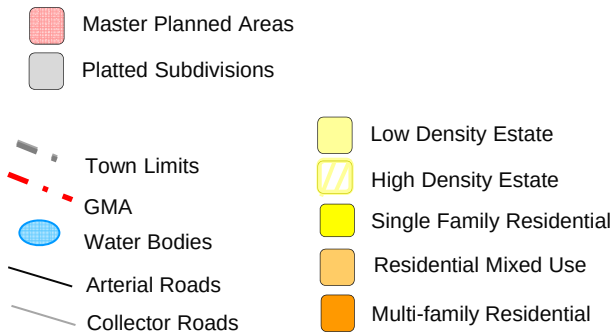
- ~ 72,000 - Comp Plan Land Use Map





Potential Population 2019 Town Limits

- ~ 72,000 - Comp Plan Land Use Map
- ~ 68,800 - Approved subdivision plats, master plans, Overland AX application + comp plan land use map of unplanned properties





MEMORANDUM

Date: May 20, 2019
To: Mayor and Town Board
Via: Shane Hale, Town Manager
From: Shane Hale, Town Manager
Re: Future Meetings Agenda
Item #: 1.a.

ATTACHMENTS:

- ▢ Future Meetings Agenda



FUTURE TOWN BOARD MEETINGS

May 27, 2019	Meeting Cancelled, Town Hall Closed – Memorial Day
June 3, 2019 6:00 p.m.	Town Board Work Session DUI Task Force Senate Bill 181 Discussion
June 10, 2019 5:30 p.m.	Board/Manager/Attorney Monthly Meeting Broadband Discussion
June 10, 2019 7:00 p.m.	Town Board Regular Meeting
June 17, 2019 6:00 p.m.	Town Board Work Session New Employee Introductions
June 24, 2019 6:00 p.m.	Town Board Work Session Bright Futures Presentation Trails and Open Space Update
June 24, 2019 7:00 p.m.	Town Board Regular Meeting
July 1, 2019 6:00 p.m.	Town Board Work Session Proposed Employee Benefit Update
July 8, 2019 5:30	Board/Manager/Attorney Monthly Meeting
July 8, 2019 7:00 p.m.	Town Board Regular Meeting Kern Board
July 15, 2019 6:00 p.m.	Town Board Work Session
July 22, 2019 6:00 p.m.	Town Board Work Session
July 22, 2019 7:00 p.m.	Town Board Regular Meeting
July 29, 2019	Fifth Monday – No Meeting
August 5, 2018 6:00 p.m.	Town Board Work Session Parks, Recreation and Culture Strategic Plan Update

Additional Events

May 23, 2019	Dessert and Dish with Kristie Melendez, Colorado Cherry Company, Windsor, CO 7:00-9:00 p.m. – attending: Melendez, Rennemeyer, Wilson, Baker, Sislowski
June 6, 2019	Transportation Master Plan Public Outreach Event, Boardwalk Park, Windsor, CO beginning at 6:00 p.m. – attending: Baker, Rennemeyer, Jones, Wilson, Sislowski
June 11, 2019	Town of Windsor Transportation Master Plan Open House, WSFR Station #1, Windsor, CO from 4:00-7:00 p.m. – attending: Baker, Rennemeyer, Wilson, Jones, Bennett, Sislowski, Melendez
June 15, 2019	Coffee with the Mayor, Raff's Tavern, Windsor, CO 7:30-9:00 a.m. – attending: Melendez, Rennemeyer, Wilson, Baker, Sislowski
June 18-21, 2019	Colorado Municipal League Annual Conference, Breckenridge, CO – attending: Melendez, Bennett, Baker, Rennemeyer, Jones, Sislowski, Wilson
July 20, 2019	Coffee with the Mayor, Colorado Cherry Company, Windsor, CO 7:30-9:00 a.m. – attending: Melendez, Rennemeyer, Wilson, Baker, Sislowski

Future Work Session Topics

- Investment Strategy Discussion
- Land Use Code Update meeting with Planning Commission (next code section in series) – Planning
- Economic development/retail needs at 60,000 population
- Fehr & Peers Preliminary Transportation Master Plan Information for CIP Budget Discussion (July/August)



MEMORANDUM

Date: May 20, 2019
To: Mayor and Town Board
Via: Shane Hale, Town Manager
From: Shane Hale, Town Manager
Re: Executive Session
Item #: D.1.



MEMORANDUM

Date: May 20, 2019
To: Mayor and Town Board
Via: Shane Hale, Town Manager
From: Shane Hale, Town Manager
Re: Executive Session
Item #: D.2.