



TOWN BOARD WORK SESSION

June 24, 2019 - 6:00 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. Bright Futures Presentation/Discussion
2. Open Space and Trails Strategic Plan Update
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: June 24, 2019
To: Mayor and Town Board
Via: Shane Hale, Town Manager
From: Sarah Rice, Bright Futures Executive Director
Re: Bright Futures Presentation
Item #: 1.



MEMORANDUM

Date: June 24, 2019
To: Mayor and Town Board
Via: Shane Hale, Town Manager
From: Wade Willis, Manager of Open Space and Trails
Re: Open Space and Trails Strategic Plan Update
Item #: 2.

Background / Discussion:

The purpose of this work session topic is to update the Mayor and Board on completed projects, projects we are currently working on as well as update on the strategic plan implementation for items specifically related to open space and trails.

Recommendation:

Informational update

ATTACHMENTS:

- ▢ Open Lands and Trails Strategic Plan Update Power Point



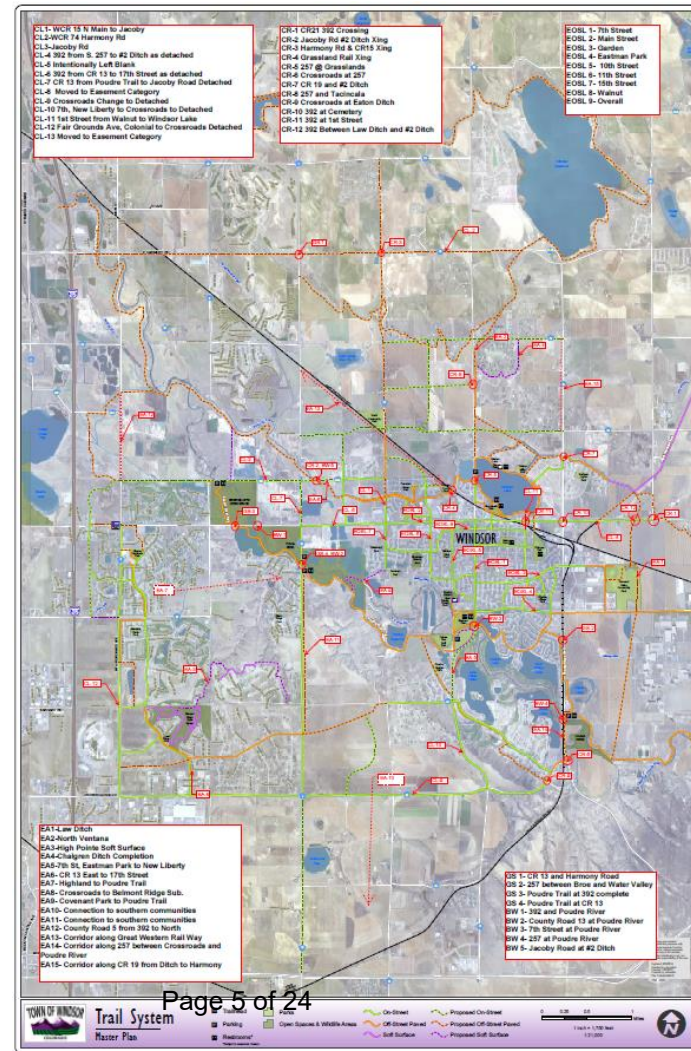
Open Lands and Trails Strategic Plan Update

6/24/19



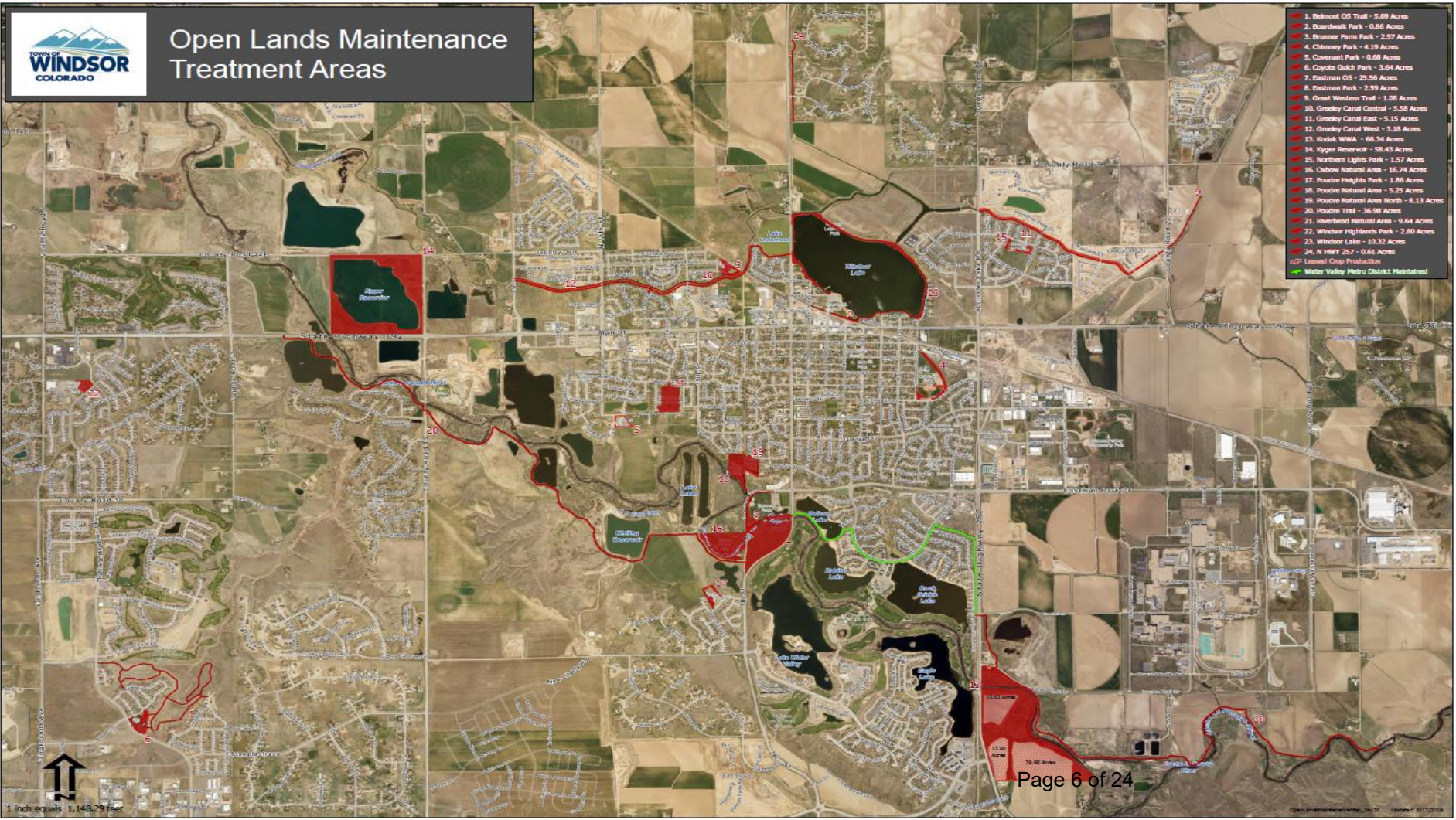
RESOURCES

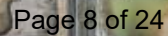
- GUIDING DOCUMENTS
 - Trails Master Plan Adopted 2015
 - PRC Master Plan Adopted 2016
 - Comprehensive Plan Adopted 2017
 - Town Board Strategic Plan Adopted 2018



Open Lands Maintenance Treatment Areas

1. Belmont OS Trail - 5.69 Acres
2. Boardwalk Park - 0.86 Acres
3. Brunner Farm Park - 2.57 Acres
4. Chimney Park - 4.19 Acres
5. Covenant Park - 0.68 Acres
6. Coyote Gulch Park - 3.64 Acres
7. Eastman C/S - 25.56 Acres
8. Eastman Park - 2.59 Acres
9. Great Western Trail - 1.08 Acres
10. Greeley Canal Central - 5.58 Acres
11. Greeley Canal East - 5.15 Acres
12. Greeley Canal West - 3.19 Acres
13. Kodak WWA - 64.34 Acres
14. Kyger Reservoir - 58.43 Acres
15. Northern Lights Park - 1.57 Acres
16. Osborn Natural Area - 16.74 Acres
17. Poudre Heights Park - 1.86 Acres
18. Poudre Natural Area - 5.35 Acres
19. Poudre Natural Area North - 8.13 Acres
20. Poudre Trail - 16.98 Acres
21. Riverbend Natural Area - 9.64 Acres
22. Windsor Highlands Park - 2.60 Acres
23. Windsor Lake - 10.32 Acres
24. N HWY 257 - 0.83 Acres
25. Leased Crop Production
26. Water Valley Metro District Maintained

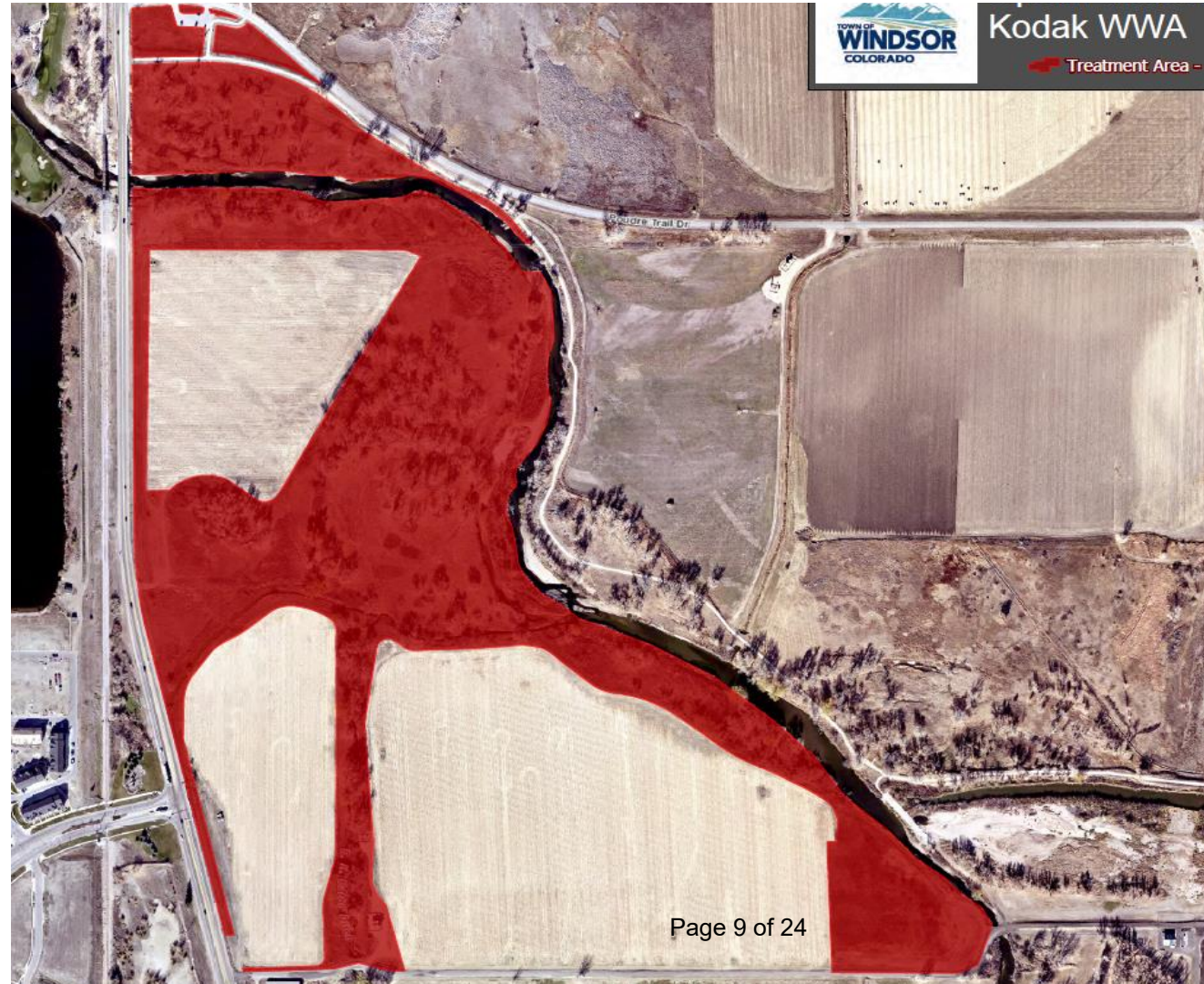






ACQUIRED

- Open Lands Properties
 - Kyger Reservoir
150 Acres
 - Kodak Watchable
Wildlife 150 Acres





PRIORITY	AREA of FOCUS	GOAL	90 DAY ACTION STEP	DUE DATE	LEADER & TEAM	STATUS
  	Trails and Open Space	Develop a detailed trails and open space plan with strategies and needs assessment.	Dependent upon budget. Send out RFP.	7.1.19	Eric	In progress
		Adopt a new fee structure to support trails and open space. Based on the new Plan, public input needed.	Research is ongoing, study neighboring communities.	1.1.20	Eric & Wade	In progress
		Acquire easements and build trail connecting River Bluffs to #2 ditch	Depends on budget	Late 2020	Ian & Eric	In progress
		Review code development requiring trails, conservation, water, xeriscaping et al. by 2018	Complete tree and landscape/ xeriscape element of land use code	12.31.18	Scott & Ian	In progress
		Acquire open space, based on the new Plan	Create a plan, determine funding source, & discuss options with Town Board.	TBD	Eric & Wade	TBD
		Funding mechanism to acquire trails, easements and open space. Make sure the funding includes ongoing operations and maintenance	Staff will research options to discuss with Town Board.	12.31.18	Scott, Eric, Wade, Dean, Shane	In progress
		Permanent Poudre Trail easement	Begin conversations with neighboring communities	7.1.19	Wade	



PRIORITY	AREA of FOCUS	GOAL	90 DAY ACTION STEP	DUE DATE	LEADER & TEAM	STATUS
		acquisition by 2030 IGA's with surrounding agencies, focus on open space	and Poudre Trail Board Begin discussion with Larimer County and other agencies	2020	Wade	
		Pedestrian Bridge across the Poudre at CR 13 (south of SH 392)		2030	Eric/Wade/Dennis/Scott	
		Take over Frank State Wildlife Area Dependent upon mining operations	Staff update to Town Manager on history of project	TBD	Eric	
		More connectivity Per the new Plan	Ongoing		Eric	
		Kyger Reservoir/Broe Donation/Kodak watchable wildlife property as open space Per the new Plan	Create master plans	2020	Eric	



PRIORITY	AREA of FOCUS	GOAL	90 DAY ACTION STEP	DUE DATE	LEADER & TEAM	STATUS
  	Roads and Traffic	Talk to CDOT about SH 392, SH 257	Staff will share information with the Board in a work session	7.1.18	Dennis & Scott	Done
		Confirm the top 3 – 4 priorities in the Road Improvement Plan Use staff/contract staff resources needed Hold a Board conversation	Schedule a work session to discuss priorities in July – August 2018. (Reevaluate payback policy)	9.1.18	Dennis & Scott	In Progress
		Complete 60% design of Crossroads extension	60% design completed by Nov 2018.	11.1.18	Dennis	In progress
		Complete list in the Road Improvement Plan	Focusing on top priorities each year.	Annual	Scott Ballstadt	In progress
		Multi Modal Transportation Plan (part of the Trails and Open Space Plan but linked to this Area of Focus)	Consideration for 2019 budget. Meeting schedule with staff and consultant.	10.1.18	Eric Lucas	In progress
		Harmony Rd is widened/ improved (CR 13 to SH 257)	One mile will be improved from 13 to 15. First ½ mile completed in 2018.	2035	Scott	In progress
		SH 392 is 4 lanes	Contingent upon CDOT	TBD	Dennis	On hold



STRATEGIC PLAN IMPLEMENTATION

- WORKING MATRIX
- [N:\Open Lands\Maintenance Operations & LOS\Town Strategic Plan Implementation Matrix.xlsx](#)

Strategic Plan Goals	Guiding Document/s	Project Title	Action Items	Implementation Strategy	Status	Current Status/ Milestones	Considerations	Potential Future Uses	Potential Partners	Time Frame	Budgeted	Future Budget Needs	Funding Partners	Opportunities	Constraints
More connectivity per the NEW PLAN.	2015 Trails Master Plan 2015 PRC Master Plan	Highlands Area Connection	-Identify Feasible Route and Partners -Secure funding source	Some discussions with various owners	On Hold	-Was indefinitely put on hold due to engineers estimate of \$5 Million -Next steps would be to engage with more owners to negotiate possible easement -Alternate step would be to define most cost effective alignment and work diligently with all property owners involved	Terrain is a big challenge	Trail and Open Space Preservation	-Highland Hills -Highland Farms -Larimer County -Highland Golf Communities -Parks and Wildlife -Larimer County	2019-2025	No	\$5,000,000 & Up	-GOCO -State Trails -LWCF -Private	-Incredible views to the east -Possibility of very unique terrain access -If available exploration of soft surface system -Preserve currently non-protected areas	-Terrain, multiple landowner. What drives decision terrain or willingness of a landowner. -Available Funding
	2015 Trails Master Plan 2015 PRC Master Plan	Westwood Connection	Prioritize Timing	Negotiate with Landowner	-On hold, waiting for prioritization -Offer by Owner Dan Anderson	-Establish Contact and determine feasibility	-Dealing with many property owners -Ideally, they would benefit from reduced maintenance concerns	-Hunting and fishing access -Picnic areas -Education, interpretive -Access to the river	Bible College -Westwood neighborhood -Everitt Family -Water and Sewer Department	2019-2025	No	Yes	-GOCO -State Trails -LWCF -Private	-Incredible views to the east -Possibility of very unique terrain access -If available exploration of soft surface system -Preserve currently non-protected areas	-Terrain, multiple landowner. What drives decision terrain or willingness of a landowner. -Available Funding
	2015 Trails Master Plan 2015 PRC Master Plan	Frank State River West	Prioritize Timing	Contact owner, explore feasibility	-On hold	-Establish Contact and determine feasibility	-This is an easement with restriction, does not allow for all desired uses without property owner approval	-Hunting and fishing access -Picnic areas -Education, interpretive -Access to the river	-Parks and Wildlife -HOA -Larimer County -Poudre Trail Corridor Board	2019-2025	No	Yes	-GOCO -State Trails -LWCF -Private	-Incredible views to the east -Possibility of very unique terrain access -If available exploration of soft surface system -Preserve currently non-protected areas	-Terrain, multiple landowner. What drives decision terrain or willingness of a landowner. -Available Funding
	2015 Trails Master Plan 2015 PRC Master Plan	Frank State Kaplan	Prioritize Timing	Contact owner, explore feasibility	-On hold	-Establish Contact and determine feasibility	-This is an easement with restriction, does not allow for all desired uses without property owner approval	-Hunting and fishing access -Picnic areas -Education, interpretive -Access to the river	-Parks and Wildlife -Poudre River Trail Corridor Board -Kaplan -Weid County Weed District	2019-2025	No	Yes	-GOCO -State Trails -LWCF -Private	-Incredible views to the east -Possibility of very unique terrain access -If available exploration of soft surface system -Preserve currently non-protected areas	-Terrain, multiple landowner. What drives decision terrain or willingness of a landowner. -Available Funding
	2015 Trails Master Plan 2015 PRC Master Plan	Frank State Central Water	Prioritize Timing	Contact owner, explore feasibility	-On hold	-Establish Contact and determine feasibility	-This is an easement with restriction, does not allow for all desired uses without property owner approval	-Hunting and fishing access -Picnic areas -Education, interpretive -Access to the river	-Parks and Wildlife -Poudre River Trail Corridor Board -Kaplan -Weid County Weed District	2019-2025	No	Yes	-GOCO -State Trails -LWCF -Private	-Incredible views to the east -Possibility of very unique terrain access -If available exploration of soft surface system -Preserve currently non-protected areas	-Terrain, multiple landowner. What drives decision terrain or willingness of a landowner. -Available Funding
	2015 Trails Master Plan 2015 PRC Master Plan	Frank State Bestway/ Hall Family	Prioritize Timing	Contact owner, explore feasibility	-On hold	-Establish Contact and determine feasibility	-This is an easement with restriction, does not allow for all desired uses without property owner approval	-Hunting and fishing access -Picnic areas -Education, interpretive -Access to the river	-Parks and Wildlife -Poudre River Trail Corridor Board -Hall Family & Mining Company -Weid County Weed District	2019-2025	No	Yes	-GOCO -State Trails -LWCF -Private	-Incredible views to the east -Possibility of very unique terrain access -If available exploration of soft surface system -Preserve currently non-protected areas	-Terrain, multiple landowner. What drives decision terrain or willingness of a landowner. -Available Funding
	2015 Trails Master Plan 2015 PRC Master Plan	Johnston Family	Prioritize Timing	Contact owner, explore feasibility	-On hold -CPA\Referenced an inquiry from Family interested in selling an easement	-Establish Contact and determine feasibility	-This is an easement with restriction, does not allow for all desired uses without property owner approval	-Hunting and fishing access -Picnic areas -Education, interpretive	-Parks and Wildlife -Poudre River Trail Corridor Board -Highland Hills Community -Larimer county	2019-2025	No	Yes	-GOCO -State Trails -LWCF -Private	-Incredible views to the east -Possibility of very unique terrain access -If available exploration of soft surface system -Preserve currently non-protected areas	-Terrain, multiple landowner. What drives decision terrain or willingness of a landowner. -Available Funding



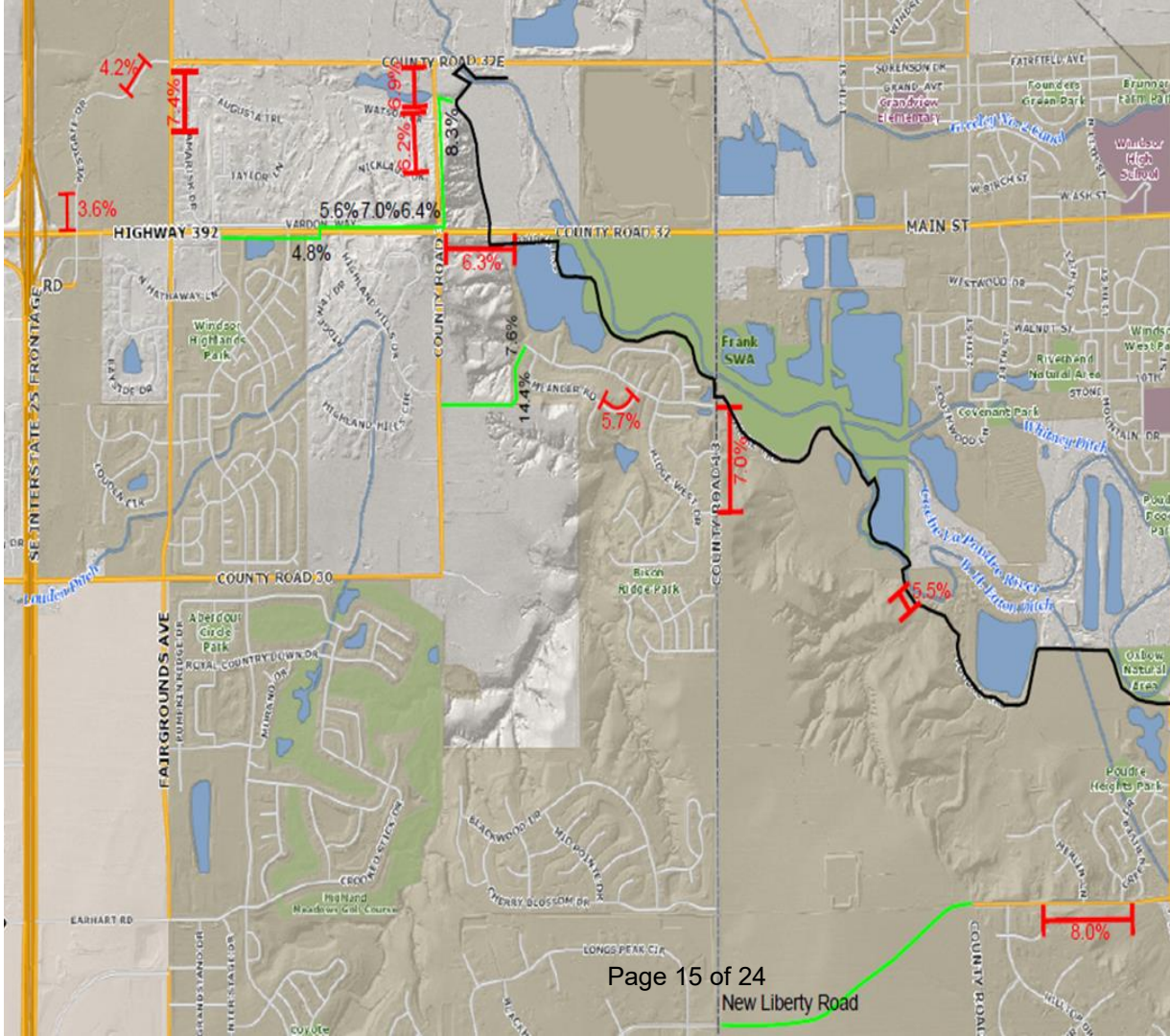
STRATEGIC PLAN GOALS UPDATE

- Open Space and Trails Plan
 - TMP/ PRC Strategic MP
 - Fee Structure
 - Acquisition of Easements
 - #2 Ditch
 - Connectivity
 - Areas of Concern
 - West CR 13
 - Harmony Ridge
 - Raindance North
 - Hwy 257/ P Trail Crossing
 - Frank State Wild Life Easement Acquisition
 - Poudre Trail Permanent Easement



Areas of Concern

- West CR 13
 - Ped Bridge
 - Trail
- Harmony Ridge
- Raindance North
- Hwy 257/ Poudre Trail Crossing

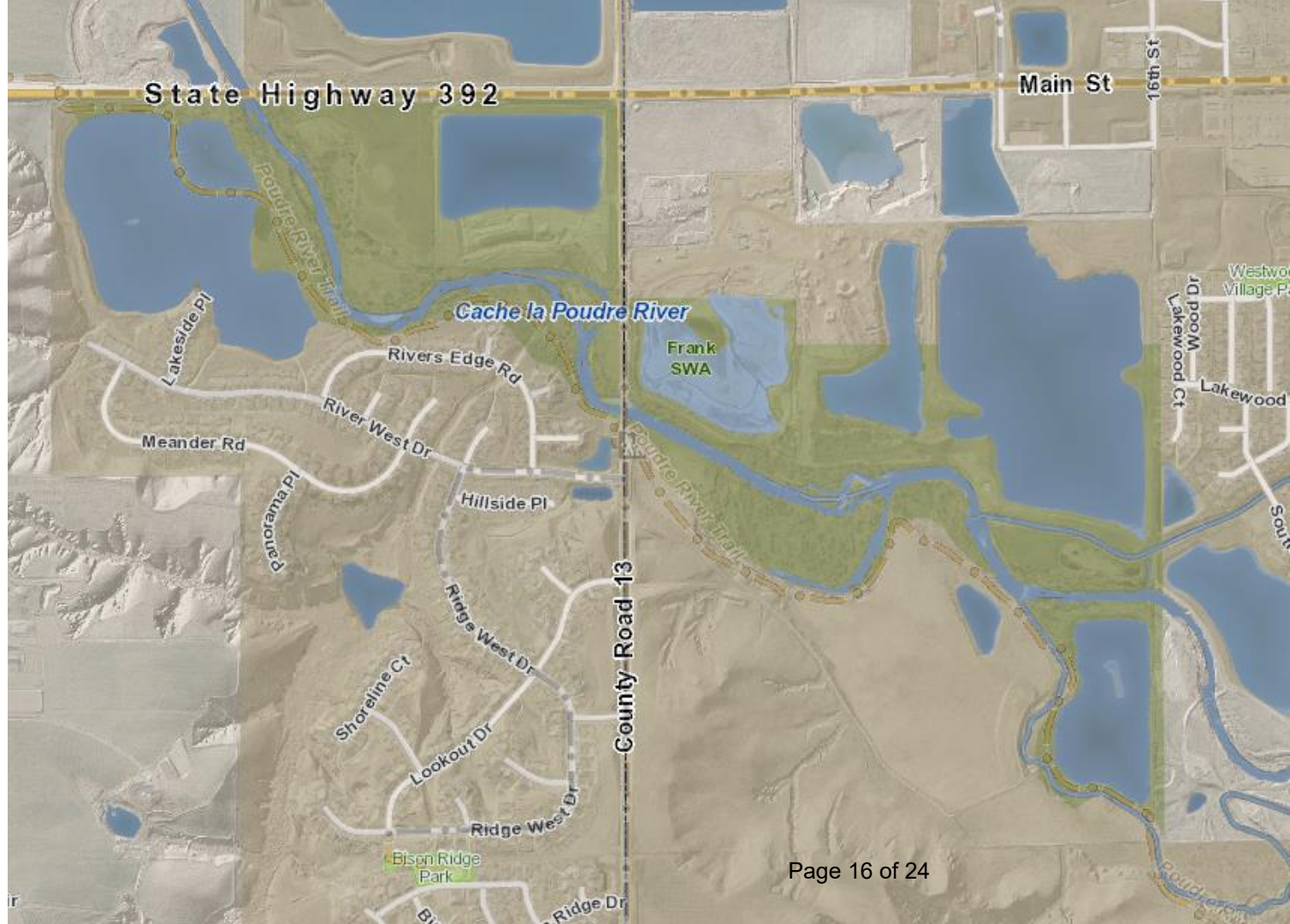




Frank State Wildlife Area

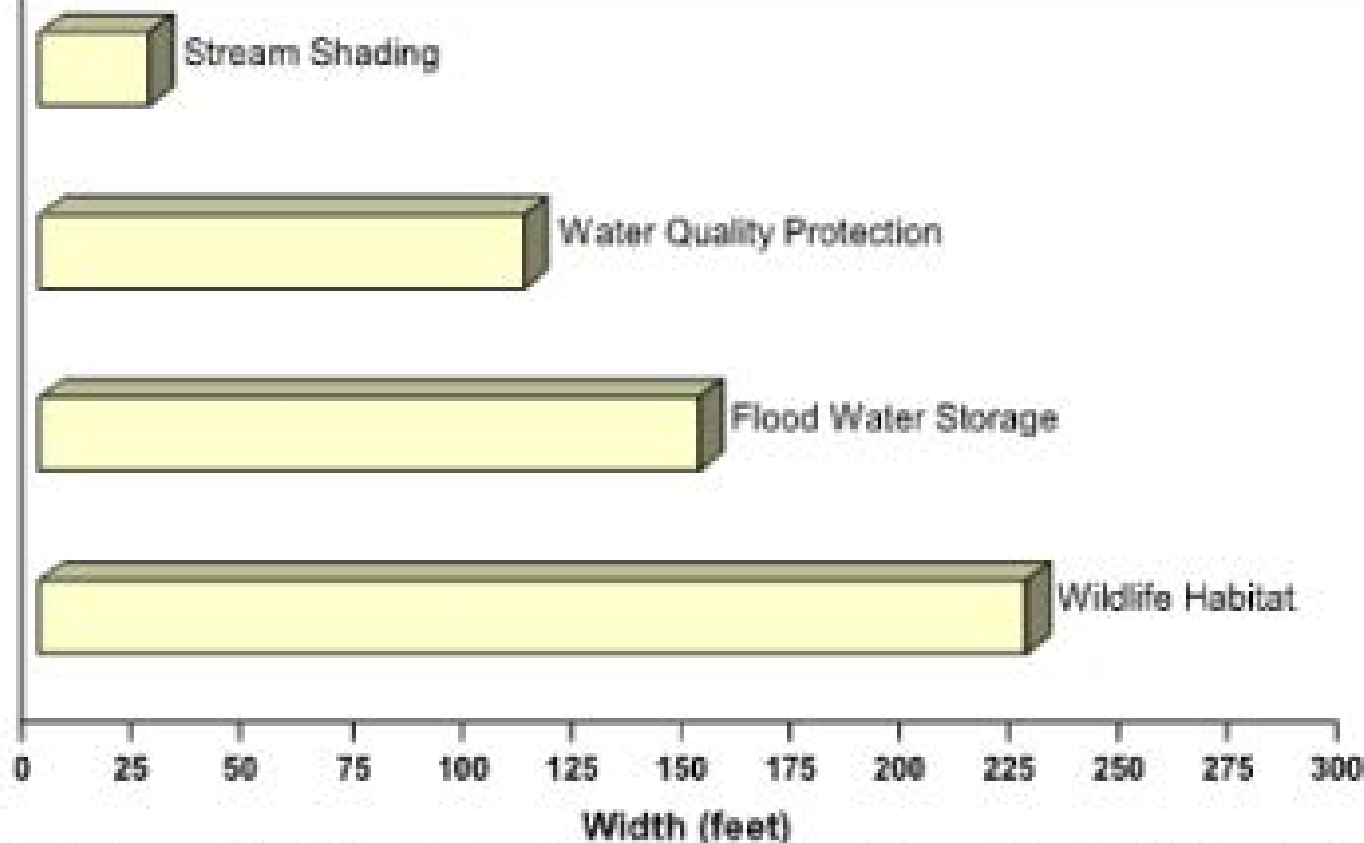
In Process

- CPAW Resolving Outstanding Items
- Anticipate 2020 Conveyance



Poudre Trail Easement/ Floodway Acquisition

Buffer Benefit/Function



Adapted from USDA Natural Resources Conservation Service. *Where the Land and Water Meet: A Guide for Protection and Restoration of Riparian Areas First Edition.* USDA NRCS, September 2003.

LOWER POUDRE RIVER RECOVERY AND RESILIENCE MASTER PLAN

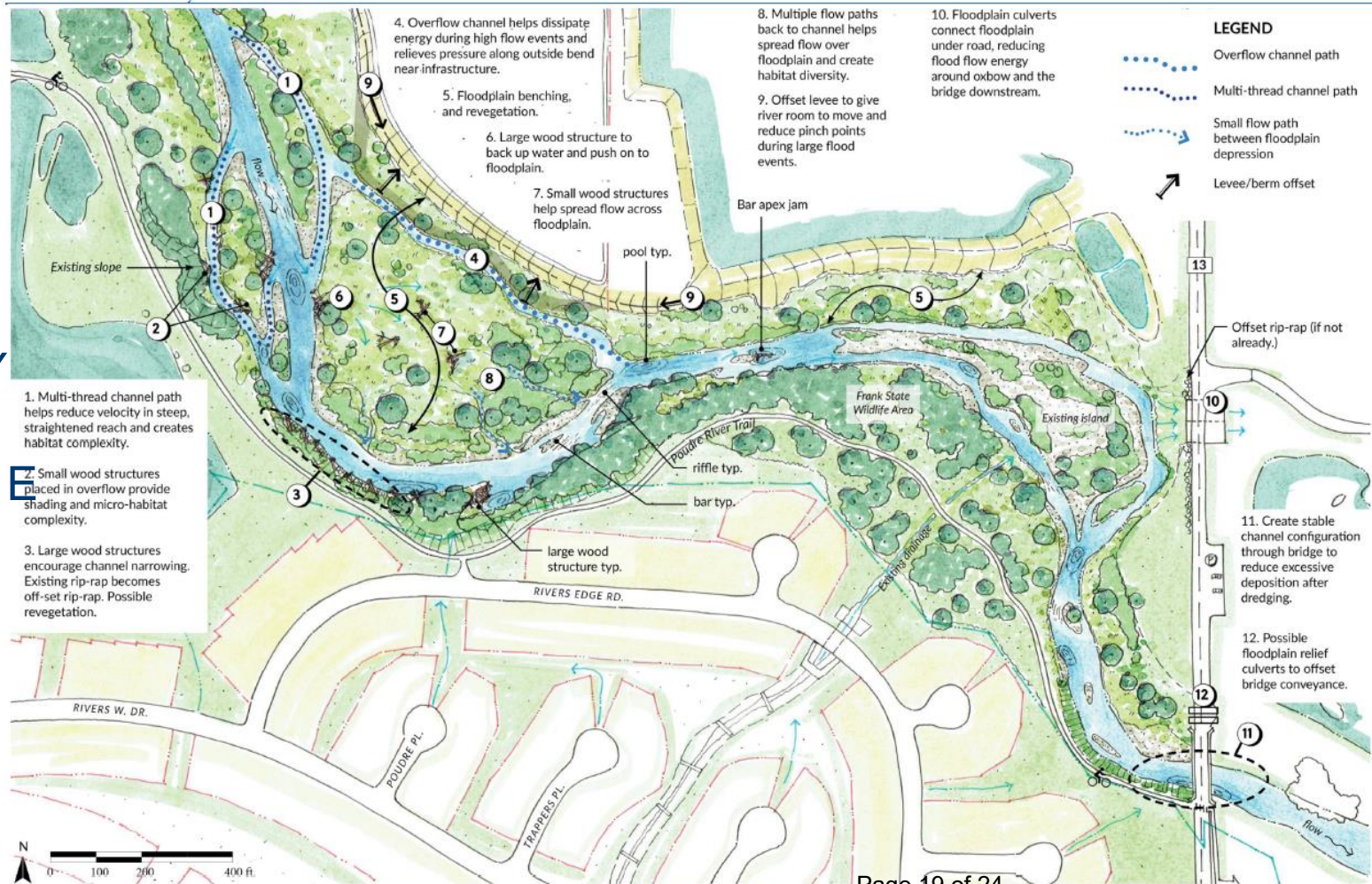


Figure 7-2: Reach 5 Concept Designs
Section 7.0: Designs and Recommendations

EASTMAN SOUTH MASTER PLAN & NISP

Anticipate Fall
2020 – Spring 2021
Construction

- Splitting cost
with NISP as
part of Mitigation



CONCEPTUAL MASTER PLAN

EASTMAN PARK SOUTH

NOVEMBER 2, 2015

0' 60' 120' 180'
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QUESTIONS?



MEMORANDUM

Date: June 24, 2019
To: Mayor and Town Board
Via: Shane Hale, Town Manager
From: Shane Hale, Town Manager
Re: Future Meetings Agenda
Item #: 3.

ATTACHMENTS:

- ▢ Future Meetings Agenda



FUTURE TOWN BOARD MEETINGS

July 1, 2019 6:00 p.m.	Town Board Work Session New Employee Introductions Proposed Employee Benefit Update
July 8, 2019 5:30	Board/Manager/Attorney Monthly Meeting ACE Program Presentation
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 Preliminary Transportation Master Plan Information – Fehr & Peers Presentation for CIP Budget Discussion
July 22, 2019 7:00 p.m.	Town Board Regular Meeting
July 29, 2019	Fifth Monday – No Meeting
August 5, 2019 6:00 p.m.	Town Board Work Session Senate Bill 181 Disucssion
August 12, 2019 5:00 p.m.	Board/Manager/Attorney Monthly Meeting Parks, Recreation and Culture Strategic Plan Update
August 12, 2019 7:00 p.m.	Town Board Regular Meeting
August 19, 2019 6:00 p.m.	Town Board Work Session
August 26, 2019 6:00 p.m.	Town Board Work Session
August 26, 2019 7:00 p.m.	Town Board Regular Meeting
September 2, 2019	Town Board Work Session – Cancelled due to Labor Day

Additional Events

June 24, 2019	Weld County 4P Meeting, Weld County Administration Building, Greeley, CO – attending: Rennemeyer, Bennett, Sislowksi, Wilson, Jones, Baker
June 24, 2019	Parks Maintenance and Museum Groundbreaking, Public Works Facility, Windsor, CO – attending: Sislowksi, Rennemeyer, Jones, Baker, Bennett, Wilson
June 25, 2019	Larimer County 4P Meeting, Larimer County Building, Fort Collins, CO – attending: Rennemeyer, Sislowksi, Wilson, Jones, Baker
July 10, 2019	Community Conversation with Ken Bennett, Boardwalk Park Shelter #1 beginning at 6:00 p.m. – attending: Rennemeyer, Bennett
July 20, 2019	Coffee with the Mayor, Colorado Cherry Company, Windsor, CO 7:30-9:00 a.m. – attending: Melendez, Rennemeyer, Wilson, Baker, Sislowksi, Bennett
July 23-24, 2019	Youth Leadership Summer Camp, Windsor, CO – attending: Rennemeyer, Sislowksi, Wilson, Bennett

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