TOWN BOARD WORK SESSION

September 16, 2019 - 3:00 PM

Public Works Facility, 922 North 15th Street, Windsor, CO

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. 2020 Budget Capital Improvement Plan Discussion
2. 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: September 16, 2019
To: Mayor and Town Board
Via: Shane Hale, Town Manager
From:
Re:
Item #: 1.

ATTACHMENTS:

- 2020 Town of Windsor Capital Improvement Program
- 2020 CIP Presentation

2020 TOWN OF WINDSOR CAPITAL IMPROVEMENT PROGRAM

The continuing growth of the Town of Windsor has increased the demand for high quality government services. This growth has also provided the financial means to improve equipment and technology. In the last decade the town adopted measures either through elections or review of existing fees, with the specific purpose of new growth paying for itself. Each measure has specific restrictions on its expenditures, but the underlying purpose of each is funding capital improvements.

CAPITAL IMPROVEMENT FUNDING

Resources for both ongoing operations and capital projects are not without limits and the capital planning must work in conjunction with the annual budget process. After a capital project is completed, the ongoing operation and maintenance appears in the operating budget for years to come and must be considered in the context of overall community needs. The decision to do a capital project or purchase capital equipment must be balanced with the demands of existing services.

Capital improvement funding revenue is recorded in all funds. Below is a listing of revenue sources available for funding capital improvements. While some of these funds are earmarked for only capital improvement, others are available for general operations as well.

- **3.0% Sales and Use Tax** – Revenue from 40% of the 3.0% sales tax and 100% of the 3.0% use tax on new construction materials is recorded in the Capital Improvement Fund to be used for street construction and improvement, parks and recreation projects, and general capital equipment.
- **Road Impact Fee** – Revenue from this fee, recorded in the Capital Improvement Fund, finances road improvements and also provides a credit and reimbursement program to developers for projects completed for specific areas in the Roadway Improvement Plan.
- **Park & Trail Development Fees** – Revenues from these fees on new development are recorded in the Park Improvement Fund to be used to acquire, construct, improve or expand parks, open space and trails.
- **0.2% Sales and Use Tax** – Revenue from this tax is recorded in the Community Recreation Center Fund to be used for the construction and maintenance of the Community and Recreation Center.
- **0.75% Sales and Use Tax** – Revenue from this tax is recorded in the Community Recreation Center Expansion Fund to be used for the construction and maintenance of the Community Recreation Center Expansion.
- **Utility Impact Fees** – These fees on new construction are recorded in the Water, Sewer, and Storm Drainage enterprise funds and have been updated to reflect the rising costs of providing utilities to new growth.
- **Grants** – Revenue from grants is recorded in the Park Improvement, Conservation Trust, Capital Improvement, Community Recreation Center Expansion and Utility funds to be used for specific capital projects within those funds.
- **Interest Income** – Interest revenue is generated and recorded in the Park Improvement, Conservation Trust, and Capital Improvement funds to be used for general capital projects within the respective funds.

- **Monthly User Fees** – A portion of revenues from monthly utility service fees is to be used for replacement and maintenance of capital projects that are already in place.
- **Lottery Funds** – These funds are recorded in the Conservation Trust Fund to be used for the acquisition, development, and maintenance of new conservation sites or for capital improvements or maintenance for recreational purposes on any public site. The town uses these funds to build trails.
- **Larimer County Open Space Tax** – Revenue from this tax is recorded in the Park Improvement Fund to be used for capital acquisition and maintenance of open space projects in Larimer County only.

Defining Capital Items

Defining capital assets and improvements is imperative to both compliance with ballot language and proper financial reporting. Ballot measures are almost exclusively geared toward capital projects and equipment. In addition, beginning with fiscal year 2004, the Town of Windsor is required to implement GASB No. 34 financial reporting requirements, a large part of which addresses the reporting of capital assets. The Town of Windsor's definition of a capital asset satisfies ballot language and GASB No. 34 reporting requirements, and appears as follows:

Capital Assets and Improvements must meet ALL THREE of the following criteria:

1. A non-recurring expenditure that expands or improves the Town of Windsor's physical assets.
2. The asset must have an estimated useful life of more than one year.
3. The asset must have a cost of more than $5,000.

Capital Assets and Improvements must be one of the following classifications:

- Land
- Land or physical site improvements
- Buildings and improvements
- Distribution and collection systems
- Equipment
- Infrastructure

Capital Planning Process

The capital planning process is incorporated in the annual budget process. Department heads are required to submit capital requests when they submit their annual budget requests. These requests are considered first by the Town Manager and Director of Finance, followed by the Town Board and various advisory boards before final approval. The process of planning capital improvements involves both general policy and more specific questions as the project nears approval.

General considerations in capital planning

- Current economic conditions and prospects for economic growth.
- Use and demand for public facilities and services.
- Current and future transportation needs.
- Location and layout of existing facilities and infrastructure.
- Physical condition of existing facilities and infrastructure.

Once a capital item is identified as filling a need or demand as a general consideration, more specific questions are asked to justify the project.

Justification questions for a specific project

- Does the need justify using public dollars?
- Do the benefits of the project extend over several years?
- Are citizens willing to pay for the project?
- Is there cash available to pay for construction costs?
- Is there cash available to pay for future operating costs?
- Can the town afford to pay back any borrowed money?
- Does the project align with the Town Board's goals?

After a specific project has been justified through the more general considerations, it is included in the Five-Year Capital Improvement Plan. To keep the plan manageable, the Town of Windsor has adopted levels to prioritize capital improvements. These questions and planning considerations are incorporated in the capital request forms used by department heads during the budget process.

Prioritizing Capital Improvements

All improvements must by prioritized and ranked based on the following categories:

Priority I: **IMPERATIVE** (*Must-Do)* **– Projects that cannot reasonably be postponed in order to avoid harmful or otherwise undesirable consequences.**

A. Corrects a condition dangerous to public health or safety
B. Satisfies a legal obligation
C. Alleviates an emergency service disruption or deficiency
D. Prevents irreparable damage to a valuable public facility

Priority II: **ESSENTIAL** (*Should-Do*) **– Projects that address clearly demonstrated needs or objectives.**

A. Rehabilitates or replaces an obsolete public facility or attachment thereto
B. Stimulates economic growth and private capital investment
C. Reduces future operating and maintenance costs
D. Leverages available state or federal funding

Priority III: **IMPORTANT** (*Could-Do*) **– Projects that benefit the community but may be delayed without detrimental effects to basic services.**

A. Provides a new or expanded level of service
B. Promotes intergovernmental cooperation
C. Reduces energy consumption
D. Enhances cultural or natural resources

Priority IV: **DESIRABLE** (*Other Year*) **– Desirable projects that are not included within the five-year program because of funding limitations.**

Departmental Ranking of Capital Improvements

In addition, all projects are numerically ranked by the department within each funding source. The emphasis should be placed on whether the project should fall within the top, middle or bottom third of the listing within the Ranking Category (*1, 2, or 3*):

1. Critical
2. Important
3. Important / but could wait

This refines the selection of the most vitally important projects that can be completed with limited funds.

Impact of Capital Item on Future Operating Budgets

Projects are funded in the plan to minimize operating impacts in any one year, so that operating expenditures will keep pace with revenue growth. Capital improvements can impact the budget by increasing or decreasing revenue and expenditures. Revenue could be increased if the improvement attracts new businesses (*building permits, sales tax, and property tax*). The improvement could also increase expenditures. Perhaps an expansion requires new employees, additional maintenance services, or additional utility costs beyond current operations. Construction of a new street may require additional costs for police patrol services, snow and ice removal, or street light utility costs. Perhaps new technology could make the operation of a plant more efficient resulting in a reduction in power costs, utility costs, and personnel costs (*reduction in overtime or person-hours*). Costs related to a capital project that might have an impact on current and/or future operating budgets, including additional staff, maintenance, and daily operations.

The approved first-year projects of the CIP are funded in the 2020 Budget. Town Board approves projects planned in the next four years (2021-2024) in concept only. Ongoing projects are placed in the Five-Year CIP and reviewed annually. The CIP is updated annually to address specific needs as they arise, or as Town Board goals and policies change.

Funds Associated with the CIP

Multiple funds in the town include at least some expenditures associated with the Capital Improvement Plan (CIP). Some of these funds also include annual operating appropriations. Listed below is a brief description of the funds associated with the CIP for the Town of Windsor.

- Capital Improvement Fund (CIF) – This major fund provides for general governmental infrastructure, including streets, parks, information systems, and facilities. Its broad purpose makes this fund a key resource in achieving many of the town's strategies for growth and maintenance of Town of Windsor infrastructure. Principal sources of funding for this fund are the 3% use tax on new construction (*approved in 1997*), 40% of the 3% sales tax, traffic impact fees, and grants.
- Park Improvement Fund (PIF) – This is a non-major special revenue fund designed for new park construction and improvement. The main source of revenue for this fund is the Park and Trail Development Fees. Larimer County Open Space Tax, used for open space projects only in Larimer County, and grants are also sources of revenue.
- Conservation Trust Fund (CTF) – This is a non-major special revenue fund with Lottery Funds as its main source of revenue for capital projects. These funds are earmarked for park and trail construction and improvements. Grants and interest are other revenue sources.
- Community Recreation Center Fund (CRCF) – This is a non-major special revenue fund, as well, with its main source of revenue for capital projects being the 0.2% use tax (*approved in 2002*). Center construction, operation and maintenance, and programs are paid from this fund along with the capital projects and bond debt servicing.
- Community Recreation Center Expansion Fund (CRCEF) – This is a major special revenue fund with its main source of revenue being the 0.75% sales and use tax (*approved in 2015).* Center expansion construction, and operation and maintenance of the expansion are paid from this fund.
- Water, Sewer and Storm Drainage Funds – These funds are major Enterprise Funds. They provide utility services along with capital projects, equipment replacement, and the purchase of raw water shares for the town. Capital project sources of revenue for these funds are

monthly service fees, raw water fees, and utility impact fees, also referred to as plant investment fees.

- Fleet Management, Information Technology, and Facility Services Funds – These are non-major internal services funds, designed to provide goods or services to other funds or departments on a cost-reimbursement basis, isolating the costs of a particular function and then allocating those costs back to the various operating divisions. These are revolving funds where fund or department assessments become the revenue source for capital purchases.
- General Fund – This major fund is principally for expenditures associated with the daily operation of general government. Occasionally capital projects will be funded from here. However, most General Fund department capital items are listed in the Capital Improvement Fund budget under the requesting department.

Along with the revenues cited above, these funds may also have interest income, inter-fund loans and/or transfers, and oil and gas severance tax along with mineral lease royalties included as budgetary revenues.

Small Equipment Items:

Along with capital assets and improvements costing more than $5,000, there are smaller items that otherwise would qualify as capital items but cost less. These items meet all of the criteria and classifications of a capital asset described above except that their initial cost is $500-$5,000. These items can be equipment, computers, furniture, and furnishings requiring replacement on a short to medium-term basis. Examples include desks, carpet, and technology. Department heads submit requests listing these items separately. Small equipment items are expensed in the current budget year. General Fund small equipment items are recorded in the Capital Improvement Fund budget under the requesting department headings.

LONG TERM COMMUNITY CAPITAL PROJECTS

Fund	Long-Term Community Capital Projects	LT Cost
Water	Northern Integrated Supply Project (NISP)	$ 100,000,000
Water	Regional Water Treatment Plant	$ 77,000,000
CRC Expansion	New Recreation Center	$ 35,000,000
Park Improvement	CP Tacincala Park	$ 16,200,000
Conservation Trust	Windsor Trail System	$ 12,000,000
Storm Drainage	Law Basin Master Plan Channel - Phase 1	$ 8,367,387
Capital Improvement	CP Chimney Park	$ 7,575,000
Capital Improvement	OS Acquisition	$ 6,000,000
Storm Drainage	Law Basin Master Plan Channel - Phase 3	$ 5,143,536
Capital Improvement	Town Hall Re-Model & Annex	$ 5,000,000
Storm Drainage	Law Basin Master Plan Channel - Phase 2	$ 4,468,660
Capital Improvement	Phase 1 of Riverwalk and South Side Master Plan	$ 4,000,000
Capital Improvement	CP Eastman Park	$ 3,000,000
Park Improvement	NP Wayne Miller	$ 2,800,000
Park Improvement	CP Boarwalk Park	$ 1,425,000
Park Improvement	OS Kyger	$ 1,410,000
Park Improvement	NP Fossil Creek	$ 1,100,000
Conservation Trust	OS Kodak Watchable Wildlife Area	$ 1,000,000
Capital Improvement	Cemetery Restoration / Improvements	$ 853,721
Water	Water Line Replacement	$ 600,000
Park Improvement	NP Highland Meadows Park	$ 550,000
Capital Improvement	Poudre River Diversion	$ 500,000
Park Improvement	NP Coyote Gulch Park	$ 415,000
Park Improvement	NP Aberdour Circle Park	$ 400,000
Water	Windsor Lake	$ 380,000
Park Improvement	NP Northern Lights Park	$ 360,000
Capital Improvement	NP Poudre Heights Park	$ 360,000
Capital Improvement	Art & Heritage Center Elevator	$ 355,000
Capital Improvement	NP Brunner Farm Park	$ 335,000
Park Improvement	NP Bison Ridge Park	$ 260,000
Conservation Trust	Poudre Trail	$ 250,000
Park Improvement	NP Founders Green Park	$ 200,000
Park Improvement	NP Covenant Park	$ 100,000
Park Improvement	NP Windsor Village Park	$ 60,000
Capital Improvement	NP Windsor West Park	$ 60,000

SUMMARY OF PROPOSED CAPITAL PROJECTS FOR 2020

Engineering
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Street Maintenance Program	$2,731,818
Street Oversizing LCR5 @ Ptarmigan 4th	$2,690,000
Northern Integrated Supply Project (NISP)	$2,425,000
Chestnut St. to Eastman Park Dr. Drainage Imp. - Reorganization of 2019 project	$2,359,800
Street Oversizing LCR5 North of SH 392	$1,690,000
Street Oversizing Harmony Rd between LCR13 & LCR15	$1,565,000
Street Oversizing LCR5 at Fossil Creek Ranch	$1,061,000
Transportation Reserve	$1,000,000
Traffic Signal - Crossroads Blvd. & New Liberty	$695,000
Street Oversizing Harmony Rd between LCR13 & LCR15 - Medians	$355,000
Street Oversizing LCR5 North of SH 392 - Medians	$210,000
10th St. Drainage Improvements	$208,875
Eastman Park Corridor Study	$150,000
SH 392 Improvements - WCR 13 to 17th Street	$150,000
Pedestrian Crossing Treatments	$100,000
Town Potable Water System Model Update	$90,000
Non-Potable Water	$50,000

Information Technology
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Security Tools	$60,000
Website Replacement/Improvement	$60,000
Point to Point Fiber and Wi-Fi	$53,000
Security Access Control	$50,000
Business Analytics SW	$50,000

Parks & Recreation
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Phase 1 of Riverwalk and South Side Master Plan	$4,050,000
CP Diamond Valley Park	$4,000,000
Windsor Trail System	$300,000
CP Diamond Valley Park	$220,000
CP Main Park	$100,000
NP Harmony Ridge	$100,000
NP Jacoby Farm Park	$10,000
Windsor Trail System	$800,000

Poudre Trail	$220,000
OS Kodak Watchable Wildlife Area	$100,000
OS Kodak Watchable Wildlife Area	$33,500
Windsor Trail System	$300,000
Town of Windsor Museum - Eaton House	$300,000
WIBIT at Boardwalk Park	$165,000
Cemetery Restoration / Improvements	$100,000
Museum Collections/Exhibits	$85,000
CP Eastman Park	$70,000
Community Recreation Center Expansion	$141,000

Planning & Zoning
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Quick Win Project -7th Street: Multimodal Corridor Improvements	$1,250,000
Quick Win Project - Walnut Street Bikeway	$625,000
Quick Win Project - SH 392 and 7th Street Intersection Multimodal Safety	$325,000
Quick Win Project - Left Turn Treatment Analysis at CR 13 and SH 392	$300,000
Air Quality Monitoring	$250,000
Quick Win Project -CR 17 and Riverplace Drive RRFB Determination	$125,000
Regional Bus Stop Installation	$75,000
Quick Win Project -Sidewalk near King Soopers (Along CR15)	$65,000

Police
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Re-model of Police Facility	$50,000

Public Works
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New & Replacement Vehicle Acquisitions	$1,100,000
Sewer Line Oversizing	$1,000,000
Sewer Plant modifications - Biosolids handling improvements	$900,000
Water Line Replacement	$600,000
Town Hall Remodel & Security Upgrades	$500,000
Sewer Interceptor - North Extension easements	$255,628
Sewer Line Rehab	$91,860
Railroad Crossing Improvements	$80,000
SCADA	$55,000
Manhole Rehab	$40,000
Water Line Oversizing	$30,000

Finance

Resource X Software Application	$40,000

Springbrook Cloud Upgrade	$34,790

2020 MAJOR CAPITAL PROJECTS
REQUEST DETAIL

ENGINEERING

Project Name	Street Oversizing Harmony Rd between LCR13 & LCR15	Scheduled Start	2019
Department/Division	Engineering	Scheduled Completion	2020
Requestor	Doug Roth	Departmental Priority	Priority I -MUST DO
Account Number	04-429-8419/8445-000	Departmental Ranking	1 Critical

Project Description and Location:

Reimburse anyone who oversizes a street at the request of the Town in order to provide service to future growth areas. Harmony Road oversizing includes

2019 The Ridge at Harmony 2nd Filing street oversizing w/medians. Harmony Road construciton between WCR 13 and Duncroft Dr.

2020 The Ridge at Harmony 3rd street oversizing w/medians $1,400,000 for design and construction, plus $355,000 for medians. Harmony Road construciton between Duncroft Dr. and WCR 15.

Project Justification and Relationship to Town Board Goals and Master Plans:

Streets that are the backbone of the transportation system are typically larger than those that provide localized service to a single development. It is important and more cost effective to construct the larger streets in association with private development.

	Projected							
Project Costs/Year	2019	2020	2021	2022	2023	2024	LT Projects	Total
Property Acquisition	175,000							175,000
Engineering/Planning	100,000	100,000						200,000
Construction	1,435,000	1,300,000						2,735,000
Other: medians	165,000	355,000						520,000
Contingency	160,000	165,000						325,000
Total:	2,035,000	1,920,000	-	-	-		-	3,955,000
Funding Sources								
Road Impact Fees	1,870,000	1,565,000	-	-	-			3,435,000
CIF Sales & Use Tax	165,000	355,000						520,000
								-
Total	2,035,000	1,920,000	-	-	-		-	3,955,000

Project Name	Street Oversizing LCR5 @ Ptarmigan 4th	Scheduled Start	2019
Department/Division	Engineering	Scheduled Completion	2020
Requestor	Doug Roth	Departmental Priority	Priority I -MUST DO
Account Number	04-429-8419/8445-000	Departmental Ranking	1 Critical

Project Description and Location:

Reimburse anyone who oversizes a street at the request of the Town in order to provide service to future growth areas.
LCR 5 street oversizing from Oakmont to LCR 32E next to Ptarmigan 4th filing.

Project Justification and Relationship to Town Board Goals and Master Plans:

Streets that are the backbone of the transportation system are typically larger than those that provide localized service to a single development. It is important and more cost effective to construct the larger streets in association with private development.

Project Costs/Year	projected 2019	2020	2021	2022	2023	2024	LT Projects	Total
Property Acquisition								-
Engineering/Planning		100,000						100,000
Construction		2,355,000						2,355,000
Other: medians								-
Contingency		235,000						235,000
Total:	-	2,690,000	-	-	-		-	2,690,000
Funding Sources								
Road Impact Fees	-	2,690,000	-	-	-			2,690,000
CIF Sales & Use Tax	-							-
								-
Total	-	2,690,000	-	-	-		-	2,690,000

Project Name	Street Oversizing LCR5 North of SH 392	Scheduled Start	2019
Department/Division	Engineering	Scheduled Completion	2020
Requestor	Doug Roth	Departmental Priority	Priority I -MUST DO
Account Number	04-429-8419/8445-000	Departmental Ranking	1 Critical

Project Description and Location:

Reimburse anyone who oversizes a street at the request of the Town in order to provide service to future growth areas.
2020- Project is for LCR 5 widening between SH 392 and Oakmont Dr. (next to the Yeager property). Project includes street widening w/medians and intersection improvmenets.

Project Justification and Relationship to Town Board Goals and Master Plans:

Streets that are the backbone of the transportation system are typically larger than those that provide localized service to a single development. It is important and more cost effective to construct the larger streets in association with private development.

Project Costs/Year	projected 2019	2020	2021	2022	2023	2024	LT Projects	Total
Property Acquisition		350,000						350,000
Engineering/Planning	80,000	20,000						100,000
Construction		1,180,000						1,180,000
Other: medians		210,000						210,000
Contingency		140,000						140,000
Total:	80,000	1,900,000	-	-	-		-	1,980,000
Funding Sources								
Road Impact Fees	80,000	1,690,000	-	-	-			1,770,000
CIF Sales & Use Tax	-	210,000						210,000
								-
Total	80,000	1,900,000	-	-	-		-	1,980,000

Project Name	Street Oversizing LCR5 at Fossil Creek Ranch	Scheduled Start	2019
Department/Division	Engineering	Scheduled Completion	2020
Requestor	Doug Roth	Departmental Priority	Priority I -MUST DO
Account Number	04-429-8419-000	Departmental Ranking	1 Critical

Project Description and Location:

Reimburse anyone who oversizes a street at the request of the Town in order to provide service to future growth areas.
2020 Fossil Creek Ranch street oversizing of LCR 5 for one lane of widening and no medians between LCR 32E and LCR 34C. Two phases of road improvments are proposed.

Project Justification and Relationship to Town Board Goals and Master Plans:

Streets that are the backbone of the transportation system are typically larger than those that provide localized service to a single development. It is important and more cost effective to construct the larger streets in association with private development.

	Projected							
Project Costs/Year	2019	2020	2021	2022	2023	2024	LT Projects	Total
Property Acquisition								-
Engineering/Planning		90,000	30,000					120,000
Construction		875,000	300,000					1,175,000
Other: medians								-
Contingency		96,000	33,000					129,000
Total:	-	1,061,000	363,000	-	-		-	1,424,000
Funding Sources								
Road Impact Fees	-	1,061,000	363,000	-	-			1,424,000
CIF Sales & Use Tax								-
								-
Total	-	1,061,000	363,000	-	-		-	1,424,000

Project Name	Sewer Line Oversizing	Scheduled Start	2020
Department/Division	Engineering	Scheduled Completion	ongoing
Requestor	Doug Roth	Departmental Priority	Priority I -MUST DO
Account Number	07-481-8452-000	Departmental Ranking	1 Critical

Project Description and Location:

Reimburse anyone who oversizes a sewer main at the request of the Town in order to provide sewer to future growth areas.

2020 Poudre Heights 3rd 27" sewerline oversizing Ph 1 ($1,000,000)
2021 Poudre Heights 3rd 27" sewerline oversizing Ph 2 ($220,000)
2022 Poudre Heights 3rd 27" sewerline oversizing Ph 3 ($275,000)

Project Justification and Relationship to Town Board Goals and Master Plans:

Sewer mains that are the backbone of the sewer system are typically larger than those that provide localized service to a single development. It is important and more cost effective to construct the larger lines in association with private development.

	projected							
Project Costs/Year	2019	2020	2021	2022	2023	2024	LT Projects	Total
Engineering/Planning								-
Construction		850,000	200,000	250,000				1,300,000
Contingency		150,000	20,000	25,000				195,000
Other:								-
Total:	-	1,000,000	220,000	275,000	-		-	1,495,000
Funding Sources								
Impact Fees	-	1,000,000	220,000	275,000	-			1,495,000
								-
Total	-	1,000,000	220,000	275,000	-		-	1,495,000

Project Name	Water Line Oversizing	Scheduled Start	2019
Department/Division	Engineering	Scheduled Completion	ongoing
Requestor	Doug Roth	Departmental Priority	Priority I -MUST DO
Account Number	06-471-8452-000	Departmental Ranking	1 Critical

Project Description and Location:

Reimburse anyone who oversizes a water main at the request of the Town in order to provide water to future growth areas.
2019 Harmony Gardens water oversizing ($35,121)
2020 Poudre Heights 3rd Filing water oversizing ($30,000)
2021 Poudre Heights 3rd Filing water oversizing ($20,000)
2022 Poudre Heights 3rd Filing water oversizing ($20,000)

Project Justification and Relationship to Town Board Goals and Master Plans:

Water mains that are the backbone of the water system are typically larger than those that provide localized service to a single development. It is important and more cost effective to construct the larger lines in association with private development.

	Projected							
Project Costs/Year	2019	2020	2021	2022	2023	2024	LT Projects	Total
Property Acquisition								-
Engineering/Planning								-
Construction	35,121	30,000	20,000	20,000				105,121
Other:								-
Total:	35,121	30,000	20,000	20,000	-		-	105,121
Funding Sources								
Impact Fees	35,121	30,000	20,000	20,000	-			105,121
								-
Total	35,121	30,000	20,000	20,000	-		-	105,121

Project Name	Street Maintenance Program	Scheduled Start	2020
Department/Division	Engineering	Scheduled Completion	Ongoing
Requestor	Curtis Templeman	Departmental Priority	Priority II -SHOULD DO
Account Number	04-429-6278-000 & 04-429-6242-000	Departmental Ranking	2 Important

Project Description and Location:

2020 - asphalt overlay ($1,966,909) reflects 3% increase in COG
asphalt sealcoat ($437,091)
asphalt crack seal ($163,909)
Misc. concrete replacement ($163,909)
2021 - asphalt overlay ($2,025,919) reflects 3% increase in COG
asphalt sealcoat ($450,204)
asphalt crack seal ($168,826)
Misc. concrete replacement ($168,826)

Project Justification and Relationship to Town Board Goals and Master Plans:

It contributes to the following Town Board goal: Develop and Maintain Effective Infrastructure
The Pavement Management Program indicates that spending $2.1 million dollars per year will keep the town's overall Pavement Condition Index (PCI) from dropping below 70.

Project Costs/Year	Budgeted 2019	2020	2021	2022	2023	2024	LT Projects	Total
Engineering/Planning								-
Asphalt Overlay	1,909,620	1,966,909	2,025,916	2,086,693	2,149,294	2,213,773		12,352,205
Concrete replacement, crack seal, chip seal	742,630	764,909	787,856	811,492	835,837	860,912		4,803,636
Total:	2,652,250	2,731,818	2,813,772	2,898,185	2,985,131	3,074,685	-	17,155,841
Funding Sources								
Sales & Use Tax	2,320,250	2,399,818	2,481,772	2,566,185	2,653,131	2,742,685		15,163,841
Severance Tax/ O&G Lease	332,000	332,000	332,000	332,000	332,000	332,000		1,992,000
								-
Total	2,652,250	2,731,818	2,813,772	2,898,185	2,985,131	3,074,685	-	17,155,841

Project Name	Pedestrian Crossing Treatments	Scheduled Start	2019
Department/Division	Engineering	Scheduled Completion	2023
Requestor	Curtis Templeman	Departmental Priority	Priority II -SHOULD DO
Account Number	04-429-8445-000	Departmental Ranking	2 Important

Project Description and Location:

Windsor adopted Pedestrian Crossing Guidelines in 2017 to serve as a standard for evaluating the need for crossing treatments. Requests for crossing treatments are common. The guidelines will be applied to determine if a crossing treatment is warranted and if it is the budgeted funds can be used to install those treatments.

-Potential 2020 projects: HAWK Ped signal at 7th St. and Riverplace Dr.

Project Justification and Relationship to Town Board Goals and Master Plans:

Providing safe and efficient pedestrian facilities is a long-established goal in Windsor.

Project Costs/Year	Budgeted 2019	2020	2021	2022	2023	2024	LT Projects	Total
Engineering/Planning								-
Construction	100,000	100,000	100,000	100,000	100,000	100,000		600,000
Other:								-
Total:	100,000	100,000	100,000	100,000	100,000	100,000	-	600,000
Funding Sources								
CIF Sales & Use Tax	100,000	100,000	100,000	100,000	100,000	100,000		600,000
								-
Total	100,000	100,000	100,000	100,000	100,000	100,000	-	600,000

Project Name	Traffic Signal - Crossroads Blvd. & New Liberty	Scheduled Start	2020
Department/Division	Engineering	Scheduled Completion	2020
Requestor	Omar Herrera	Departmental Priority	Priority I -MUST DO
Account Number	04-429-6419-000	Departmental Ranking	2 Important

Project Description and Location:

Traffic Signal - Crossroads Blvd. & New Liberty

Project Justification and Relationship to Town Board Goals and Master Plans:

Relationship to Town Board Goals: Develop Safe and Effective Infrastructure

Project Costs/Year		2020	2021	2022	2023	2024	LT Projects	Total
Property Acquisition								-
Engineering/Planning		45,000						45,000
Construction		350,000						350,000
Contingency								-
Other:								-
Total:	-	395,000	-	-	-	-	-	395,000
Funding Sources								
Sales & Use Tax		395,000	-					395,000
								-
Total	-	395,000	-	-	-	-	-	395,000

Project Name	SH 392 widening at LCR 5	Scheduled Start	2019
Department/Division	Engineering	Scheduled Completion	2020
Requestor	Omar Herrera	Departmental Priority	Priority II -SHOULD DO
Account Number	04-429-8445-000	Departmental Ranking	2 Important

Project Description and Location:

Traffic stacks up in most directions but westbound is typically the worst.

The 2018 study determined that simply re-timing the signals would be minimal improvement. Four infrastructure options were studied. The proposed design in 2019 and construction in 2020 includes the following improvements as follows: a new westbound through/right-turn lane, a new westbound through lane between LCR 5 and Westgate Dr, a new eastbound through lane and replace right-turn lane, and an eastbound through/right-turn lane between LCR 5 and Highland Hills Dr. In addition to improving the vehicular traffic, this project would accomadate some multi-modal improvements as well.

Project Justification and Relationship to Town Board Goals and Master Plans:

Relationship to Town Board Goals: Develop Safe and Effective Infrastructure

Project Costs/Year	Projected 2019	2020	2021	2022	2023	2024	LT Projects	Total
Property Acquisition								-
Engineering/Planning	200,000	15,000						215,000
Construction		2,000,000						2,000,000
Contingency								-
Other:								-
Total:	200,000	2,015,000	-	-	-	-	-	2,215,000
Funding Sources								
RIF		2,015,000	-					2,015,000
								-
								-
Total	-	2,015,000	-	-	-	-	-	2,015,000

Project Name	SH 257/Eastman Park Dr intersection improvemer	Scheduled Start	2019
Department/Division	Engineering	Scheduled Completion	2020
Requestor	Omar Herrera	Departmental Priority	Priority I -MUST DO
Account Number	04-429-6419-000	Departmental Ranking	2 Important

Project Description and Location:

Carryover of 2019 CDOT grant-funded project to widen the intersection at SH257 and Eastman Park Drive.

Project Justification and Relationship to Town Board Goals and Master Plans:

Relationship to Town Board Goals: Develop Safe and Effective Infrastructure. The space between existing islands makes it difficult and hazardous for trucks turning left.

	Projected							
Project Costs/Year	2019	2020	2021	2022	2023	2024	LT Projects	Total
Property Acquisition								-
Engineering/Planning	170,000	30,000						200,000
Construction		1,470,000						1,470,000
Contingency								-
Other:								-
Total:	170,000	1,500,000	-	-	-	-	-	1,670,000
Funding Sources								
CDOT Grant		1,000,000	-					1,000,000
Road Impact Fees	170,000	500,000						670,000
								-
Total	170,000	1,500,000	-	-	-	-	-	1,670,000

Project Name	SH 392 Improvements - WCR 13 to 17th Street	Scheduled Start	2020
Department/Division	Engineering / Streets	Scheduled Completion	2022
Requestor	Omar Herrera	Departmental Priority	Priority II -SHOULD DO
Account Number	04-429-8445-000	Departmental Ranking	2 Important

Project Description and Location:

SH 392 Improvements - WCR 13 to 17th Street

Project Justification and Relationship to Town Board Goals and Master Plans:

Relationship to Town Board Goals: Develop Safe and Effective Infrastructure

Project Costs/Year		2020	2021	2022	2023	2024	LT Projects	Total
Property Acquisition			50,000					50,000
Engineering/Planning		150,000						150,000
Construction				1,600,000				1,600,000
Contingency								-
Other:								-
Total:	-	150,000	50,000	1,600,000	-	-	-	1,800,000
Funding Sources								
		150,000	50,000					200,000
								-
								-
Total	-	150,000	50,000	-	-	-	-	200,000

Project Name	Town Potable Water System Model Update	Scheduled Start	2020
Department/Division	Engineering / Water	Scheduled Completion	2020
Requestor	Omar Herrera	Departmental Priority	Priority II -SHOULD DO
Account Number	06-471-6267-000	Departmental Ranking	2 Important

Project Description and Location:

Given all the current and projected growth within the Town of Windsor it is time to reevaluate the Town's potable water system model. This project will seek to update the old 2001 computer water model and identify any potential improvement needs within the current system.

Project Justification and Relationship to Town Board Goals and Master Plans:

The Town's current computer model of the entire potable water system is outdated. The last update was back in 2001.

Project Costs/Year		2020	2021	2022	2023	2024	LT Projects	Total
Property Acquisition								-
Engineering/Planning		75,000						75,000
Construction								-
Contingency		15,000						15,000
Other:								-
Total:	-	90,000	-	-	-	-	-	90,000
Funding Sources								
Sales & Use Tax		90,000	-					90,000
								-
Total	-	90,000	-	-	-	-	-	90,000

Project Name	Eastman Park Corridor Study	Scheduled Start	2020
Department/Division	Engineering	Scheduled Completion	2020
Requestor	Omar Herrera	Departmental Priority	Priority II -SHOULD DO
Account Number	04-429-8445-000	Departmental Ranking	2 Important

Project Description and Location:

Eastman Park Corridor Study

Project Justification and Relationship to Town Board Goals and Master Plans:

Project Costs/Year		2020	2021	2022	2023	2024	LT Projects	Total
Property Acquisition								-
Engineering/Planning		150,000						150,000
Construction								-
Contingency								-
Other:								-
Total:	-	150,000	-	-	-	-	-	150,000
Funding Sources								
Sales & Use Tax		150,000	-					150,000
								-
								-
Total	-	150,000	-	-	-	-	-	150,000

Project Name	Chestnut St. to Eastman Park Dr. Drainage Imp.	Scheduled Start	2018
Department/Division	Engineering	Scheduled Completion	2021
Requestor	Doug Roth	Departmental Priority	Priority II -SHOULD DO
Account Number	08-483-8458-000	Departmental Ranking	3 Important / but could wait

Project Description and Location:

Project includes preliminary and final design in 2018 and construction phased over 2-3 additional years. Construction includes four drainage improvements identified in the Town Master Drainage Plan. Improvements include drainage channel from Chestnut to Garden, detention improvements at Folkstone Park, Crossing Structure at Garden Dr., and stomline from Folkstone Park to Eastman Park Dr.

Project Justification and Relationship to Town Board Goals and Master Plans:

All improvement are included in Windsor's Storm Drainage Master Plan that was written in 2003 and updated in 2017.

Project Costs/Year	Projected 2019	2020	2021	2022	2023	2024	LT Projects	Project Total
Property Acquisition		30,000						30,000
Engineering/Planning	115,531							115,531
Construction	-	2,118,000		1,370,000				3,488,000
Contingency		211,800		205,000				416,800
Other:								-
Total:	115,531	2,359,800	-	1,575,000	-		-	4,050,331
Funding Sources								
Impact Fees	115,531	2,359,800	-	1,575,000	-			4,050,331
								-
Total	115,531	2,359,800	-	1,575,000	-		-	4,050,331

Project Name	10th St. Drainage Improvements	Scheduled Start	2020
Department/Division	Engineering	Scheduled Completion	2023/2024
Requestor	Desa Blair	Departmental Priority	Priority II -SHOULD DO
Account Number	08-483-8458-000	Departmental Ranking	3 Important / but could wait

Project Description and Location:

Improvements in the High School Basin are intended to alleviate the potential flooding problems in the vicinity of Stone Mountain Drive. The specific improvements to the High School Basin are presented on Figure 5.10. Specific project description is below.

Project Justification and Relationship to Town Board Goals and Master Plans:

Relationship to Town Board Goals: Develop Safe and Effective Infrastructure

Project Costs/Year		2020	2021	2022	2023	2024	LT Projects	Total
Property Acquisition								-
Engineering/Planning		62,550	20,850	9,000				92,400
Construction		104,550	118,150	51,000	294,000			567,700
Contingency		41,775	34,750	15,000	73,500			165,025
Other:								-
Total:	-	208,875	173,750	75,000	367,500	-	-	825,125
Funding Sources								
Sewer PIF		208,875	173,750					382,625
								-
Total	-	208,875	173,750	-	-	-	-	382,625

Project Name	Northern Integrated Supply Project (NISP)	Scheduled Start	2004
Department/Division	Engineering - Water Resources	Scheduled Completion	2028
Requestor	J Thornhill	Departmental Priority	Priority II -SHOULD DO
Account Number	06-471-8456-000	Departmental Ranking	2 Important

Project Description and Location:

The Northern Integrated Supply Project includes 15 local governments and water districts in the North Front Range. The proposed project is currently going through the Environmental Impact Study phase. The project proposes to build a system of water storage and conveyance for a new yield of 40,000 acre-feet.

2020 work plan: Completion of Record of Decision, Larimer County IGA, Glade Conveyance and materials/stability analysis, Mitigation Planning, Financial Planning, Galeton Unit Water Secure Program, Land and Right of Way purchases, Legal

Project Justification and Relationship to Town Board Goals and Master Plans:

As part of the Water Master Plan, this project will meet the water demands for future residents of Windsor.

Project Costs/Year		2020	2021	2022	2023	2024	LT Projects	Total
Property Acquisition								-
Engineering/Planning								-
Construction		2,425,000	1,180,146	1,682,110	1,645,133	18,412,539	75,455,351	100,800,279
Contingency								-
Other:								-
Total:	-	2,425,000	1,180,146	1,682,110	1,645,133	18,412,539	75,455,351	100,800,279
Funding Sources								
Water PIF								-
User Fees								-
Financing								-
Total	-	-	-	-	-	-	-	-

INFORMATION TECHNOLOGY

Project Name	Website Replacement/Improvement	Scheduled Start	1/1/2020
Department/Division	Information Technology	Scheduled Completion	5/31/2020
Requestor	Kim Overholt	Departmental Priority	Priority I -MUST DO
Account Number	11-492-8440-000	Departmental Ranking	1 Critical

Project Description and Location:

Replace existing website with a new technology and service that will be cloud-based. New sites for PD and CRC. Contract has been signed with vendor.

Project Justification and Relationship to Town Board Goals and Master Plans:

Security of personal information and improved public access to information is needed for our external website. We need to hire a Contractor Firm to replace CivicPlus software contract with an alternate website software that allows for increased security of information and improved public facing features to allow for easy access to information. We also need to hire internal staff to help facilitate questions and complete content migration as well as for the ongoing care and maintenance of the website once the Contractor Firm has completed work. Operating Budget Impact: We are currently operating without appropriate internal website support in place in both IT and Communications. We would need to hire these skillset as we don't currently have it on our team in

Project Costs/Year		2020	2021	2022	2023	2024	LT Projects	Total
Engineering/Planning								-
Construction								-
Other:		60,000						60,000
Total:	-	60,000	-	-	-	-	-	60,000
Funding Sources								
Sales & Use Tax		60,000	-					60,000
								-
Total	-	60,000	-	-	-	-	-	60,000

Project Name	Security Tools	Scheduled Start	2020
Department/Division	Information Technology	Scheduled Completion	2020
Requestor	C Millington	Departmental Priority	Priority I -MUST DO
Account Number	11-492-8440-000	Departmental Ranking	2 Important

Project Description and Location:

Upgrade our security management tools by adding and/or expanding tool sets. This was requested in 2019 and will be a continued cost in future years and we improve our IT security posture.

Project Justification and Relationship to Town Board Goals and Master Plans:

We currently have no way to evaluate or determine risks which is a serious concern.We have to balance updating technology with keeping information secure. Tools that help in with vulnerability management, security information and event management (SIEM), and data loss are critical to the Towns assets.

Project Costs/Year		2020	2021	2022	2023	2024	LT Projects	Total
Engineering/Planning								-
Construction								-
Other:		60,000						60,000
Total:	-	60,000	-	-	-	-	-	60,000
Funding Sources								
Transfer to IT		60,000	-					60,000
								-
Total	-	60,000	-	-	-	-	-	60,000

Project Name	Point to Point Fiber and WiFi	Scheduled Start	2020
Department/Division	Information Technology	Scheduled Completion	2020
Requestor	C Millington	Departmental Priority	Priority II -SHOULD DO
Account Number	11-492-8440-000	Departmental Ranking	3 Important / but could wait

Project Description and Location:

Expand Town fiber to Eastman Park and Waste Water Treatment Facility.

Project Justification and Relationship to Town Board Goals and Master Plans:

Expand Town fiber to Eastman Park and Waste Water Treatment Facility. Connectivity is an issue in these areas and prevents staff from being to get to work related items on the network. This would allow our staff to be able to access network resources which would increase their speed and ability to work. This would also allow for WiFi coverage in these areas to allow for work outside the building.

Project Costs/Year		2020	2021	2022	2023	2024	LT Projects	Total
Engineering/Planning								-
Construction								-
Other:		53,000						53,000
Total:	-	53,000	-	-	-	-	-	53,000
Funding Sources								
Transfer to IT		53,000	-					53,000
								-
Total	-	53,000	-	-	-	-	-	53,000

Project Name	Business Analytics SW	Scheduled Start	2020
Department/Division	Information Technology	Scheduled Completio	2020
Requestor	C Millington	Departmental Priority	Priority II -SHOULD DO
Account Number	11-492-8440-000	Departmental Rankin(	3 Important / but could wait

Project Description and Location:

Business analystics software tool on the network for all divisions and departments to use. The tool will start small and incrementally grow as the town grows.

Project Justification and Relationship to Town Board Goals and Master Plans:

Multiple software applications are being used across all divisions and departments. Employing a business analytics software program will help combine information from the various software applications so that we can understand our true costs and expenditures in order to make better decisions about budget, staff, and business priorities.

Project Costs/Year		2020	2021	2022	2023	2024	LT Projects	Total
Engineering/Planning								-
Construction								-
Other:		50,000						50,000
Total:	-	50,000	-	-	-	-	-	50,000
Funding Sources								
Transfer to IT		50,000	-					50,000
								-
Total	-	50,000	-	-	-	-	-	50,000

Project Name	Security Access Control	Scheduled Start	2020
Department/Division	Information Technology	Scheduled Completion	2020
Requestor	C Millington	Departmental Priority	Priority II -SHOULD DO
Account Number	11-492-8440-000	Departmental Ranking	1 Critical

Project Description and Location:

Expand security access control per the recommendations of the security assessment.

Project Justification and Relationship to Town Board Goals and Master Plans:

Expand security access control per the recommendations of the security assessment and needs to help reduce unwanted and/or malicious activity.

Project Costs/Year		2020	2021	2022	2023	2024	LT Projects	Total
Engineering/Planning								-
Construction								-
Other:		50,000						50,000
Total:	-	50,000	-	-	-	-	-	50,000
Funding Sources								
Transfer to IT		50,000	-					50,000
								-
Total	-	50,000	-	-	-	-	-	50,000

PARKS & RECREATION

Project Name	CP Diamond Valley Park	Scheduled Start	2020
Department/Division	Parks & Recreation / Parks & Open Space	Scheduled Completion	2020
Requestor	E Lucas	Departmental Priority	Priority I -MUST DO
Account Number		Departmental Ranking	1 Critical

Project Description and Location:

Department doesnt own this property anymore. Left the info for future reference, with one caveat. If CNSP fails to produce multipurpose fields by March 2020, we will build our $4m phase on the 50 acres that will be returned to us.

Park development or maintenance according to Parks, Recreation and Open Lands Master Plan, and established priority.
2019 Athletic Field Expansion / Restroom / Portion of Road Infrastructure $4,100,000
2019 Maintenance Building Placeholder $6,486,441 *(04-454-8420-445)* *offset by sale of PW old shop building $998,559*
2020 Field Phase Design / Construction Documents for next phase $150,000 *(02-454-8412-445)*
2021 Field Phase Development $3,000,000 *(02-454-8412-445)*
2023 Field Phase Design / Construction Documents $150,000 *(02-454-8412-445)*
2024 Field Phase Development $3,000,000 *(02-454-8412-445)*
2027 Playground Replacement Built 2012 $100,000
2028 Field Phase Final Development Placeholder $4,000,000
2034 Irrigation Replacement Unknown
2042 RR Concessions from Phase 2 Replacement Built 2012 $300,000

Remaining development per Master Plan: $10,151,677 based on EE in 2012...less the $4 million earmarked for 2019.

Project Justification and Relationship to Town Board Goals and Master Plans:

Town Mission & Vision, Economic Sustainability & Vibrancy, Infrastructure, Quality of Life, Safety, Small Town Feel

Project Costs/Year		2020	2021	2022	2023	2024	LT Projects	Total
Property Acquisition								-
Engineering/Planning								-
Construction		4,000,000						4,000,000
Contingency								-
Other:								-
Total:	-	4,000,000	-	-	-	-	-	4,000,000
Funding Sources								
PIF - Community		4,000,000	-					4,000,000
								-
Total	-	4,000,000	-	-	-	-	-	4,000,000

Project Name	CP Diamond Valley Park	Scheduled Start	2020
Department/Division	Parks & Recreation / Parks & Open Space	Scheduled Completion	2020
Requestor	E Lucas	Departmental Priority	Priority I -MUST DO
Account Number		Departmental Ranking	1 Critical

Project Description and Location:

2020: FFE list for DV. Needed regardless if we build or CNSP (Goals, backstops, bases, netting, scoreboards, etc) $100,000

Project Justification and Relationship to Town Board Goals and Master Plans:

Town Mission & Vision, Economic Sustainability & Vibrancy, Quality of Life, Safety, Small Town Feel

Project Costs/Year		2020	2021	2022	2023	2024	LT Projects	Total
Construction								-
Contingency								-
Other:		220,000						220,000
Total:	-	220,000	-	-	-	-	-	220,000
Funding Sources								
PIF Community Pk		220,000	-					220,000
								-
Total	-	220,000	-	-	-	-	-	220,000

Project Name	Phase 1 of Riverwalk and South Side Master Plan	Scheduled Start	2020
Department/Division	Parks & Recreation / Parks & Open Space	Scheduled Completion	LT
Requestor	E Lucas	Departmental Priority	Priority II -SHOULD DO
Account Number	04-454-8412-470, 02-454-8430-470	Departmental Ranking	2 Important

Project Description and Location:

2020: Phase 1 of Riverwalk and South Side Master Plan: $4,000,000 Phase 1 Addresses the folowing: River Access, Parking , Trails, Bridge connections with trail, Flood mitigation, Nature Playground, , boat takeout, River cooridor work from 7th st bridge to Poudre river trail bridge.
2023: Phase 2 of Riverwalk $2,000,000
2026 Phase 3 of Riverwalk $2,000,000
2029 Phase 4 Final Completion of Riverwalk $2,000,000

Project Justification and Relationship to Town Board Goals and Master Plans:

Town Mission & Vision, Economic Sustainability & Vibrancy, Infrastructure, Quality of Life, Safety, Small Town Feel

Project Costs/Year		2020	2021	2022	2023	2024	LT Projects	Total
Property Acquisition								-
Engineering/Planning		450,000		100,000				550,000
Construction		2,920,000			1,900,000		4,000,000	8,820,000
Contingency		680,000						680,000
Other:								-
Total:	-	4,050,000	-	100,000	1,900,000	-	4,000,000	10,050,000
Funding Sources								
PIF - Community Pk		2,250,000	-					2,250,000
PIF - Neighborhood Pk		1,500,000						1,500,000
Grants (PHAG)		300,000						
Total	-	4,050,000	-	-	-	-	-	3,750,000

Project Name	Windsor Trail System	Scheduled Start	2018
Department/Division	Parks & Recreation / Parks & Open Space	Scheduled Completion	2021
Requestor	E Lucas	Departmental Priority	Priority I -MUST DO
Account Number	03-454-8410/8412/8440/6267-441	Departmental Ranking	1 Critical

Project Description and Location:

Upgrades and installation of new trails or trail amenities.

2020 Construction of #2 Ditch Trail connection High Hops to CR 13 (to River Bluffs Open Space $800,000 *(03-454-8412-441)*

2020 Trail from South Side Poudre River at CR 13 to Hwy 392 Intersection ($300,000)

2020 Pedestrian Bridge at CR 13 over Poudre ($300,000)

2021 15th Street Jacoby Road South to Main Street at High Hops $100,000 *(03-454-8412-441)*

2021 Detached Trail 15th Street from #2 Ditch to rear of King Soopers $75,000 *(03-454-8412-441)*

2021 CR Jacoby Road #2 Ditch Windsor Trail Flashing Signal $30,000 *(03-454-8440-441)*

2021 Highland Meadows Parkway, Crossroads to Belmont Ridge Subdivision $15,000 Design $150,000 Construction (03-454-8412-441)

Long Term Project: Connection of Highland Meadows to Poudre Trail & Connection of Raindance to Poudre Trail, Connections North to Harmony Ridge, Connections South from 392/257 to Poudre trail through DV property. ($12,000,000

Project Justification and Relationship to Town Board Goals and Master Plans:

Town Mission & Vision, Economic Sustainability & Vibrancy, Infrastructure, Quality of Life, Safety, Small Town Feel

Project Costs/Year		2020	2021	2022	2023	2024	LT Projects	Total
Property Acquisition								-
Engineering/Planning								-
Construction		1,400,000	370,000				12,000,000	13,770,000
Contingency								-
Other:								-
Total:	-	1,400,000	370,000	-	-	-	12,000,000	13,770,000
Funding Sources								
CIF - Sales & Use Tax		300,000						
CTF		800,000	370,000					1,170,000
LCOS		300,000						300,000
Dedicated Funding (TBD)							12,000,000	
Grants								
Park Development								-
Total	-	1,400,000	370,000	-	-	-	12,000,000	1,470,000

Project Name	Poudre Trail	Scheduled Start	2018
Department/Division	Parks, Recreation / Parks & Open Space	Scheduled Completion	2024
Requestor	E Lucas/Wade Willis	Departmental Priority	Priority II -SHOULD DO
Account Number	03-454-6241-440	Departmental Ranking	2 Important

Project Description and Location:

Upgrades and installation of new trails or trail amenities.
2020-2024: $75,000 Maintenance for Major Construction Items in Windsor Jurisdiction (03-454-6241-440) Flood resiliency plan fall (16) aids in future funding costs
2020 $20,000 Poudre Trail Work East Side WV along Hwy 257
2020 Re-Aligned Poudre Trail at Eastman Park South (fast-track) $125,000
2022 - 23 Poudre Trail Re-alignment Project $432,891 TAP grant for project has been awarded (MUST Do Project)
Long Term: Trail from Westwood Village: $250,000 (FSWA connection), Bridge over Poudre for connection ($500,000)

All years: Poudre Trail Manager Annual Contribution: $20,000 (see O&M repair/small equipment request)

Project Justification and Relationship to Town Board Goals and Master Plans:

Town Mission & Vision, Economic Sustainability & Vibrancy, Infrastructure, Quality of Life, Safety, Small Town Feel

Project Costs/Year		2020	2021	2022	2023	2024	LT Projects	Total
Engineering/Planning								-
Construction		145,000		432,891			250,000	827,891
Contingency		75,000	75,000	75,000	75,000	75,000		375,000
Other:								-
Total:		220,000	75,000	507,891	75,000	75,000	250,000	1,202,891
Funding Sources								
CTF		218,000	75,000	235,175	75,000	75,000		678,175
Grants				272,716				272,716
								-
Total		218,000	75,000	507,891	75,000	75,000	-	950,891

Project Name	Town of Windsor Museum - Eaton House	Scheduled Start	2014
Department/Division	Parks & Recreation / Art & Heritage	Scheduled Completion	2020
Requestor	E Lucas	Departmental Priority	Priority III -COULD DO
Account Number	04-456-8420-000	Departmental Ranking	3 Important / but could wait

Project Description and Location:

2020 $250,000Construction + Contingency $50,000 (04-456-8420-000) Makes Eaton House into Business Incubator

Project Justification and Relationship to Town Board Goals and Master Plans:

Town Mission & Vision, Economic Sustainability & Vibrancy, Infrastructure, Quality of Life, Safety, Small Town Feel Potential grants for some of this work exist and should be pursued.

Project Costs/Year		2020	2021	2022	2023	2024	LT Projects	Total
Engineering/Planning								-
Construction		250,000						250,000
Contingency		50,000						50,000
Other:								-
Total:	-	300,000	-	-	-	-	-	300,000

Project Name	Cemetery Restoration / Improvements	Scheduled Start	2011
Department/Division	Parks & Recreation / Parks & Open Space	Scheduled Completion	2021
Requestor	E Lucas	Departmental Priority	Priority III -COULD DO
Account Number	04-432-8412-000	Departmental Ranking	3 Important / but could wait

Project Description and Location:

2020 Hwy 392/257 Landscaping $100,000
2022 Design & Engineering for Completion of East Cemetery Expansion $40,000
2024 Construction of East Cemetery Construction $800,000; contingency $83,571
LT Project : West Lawn Expansion

Project Justification and Relationship to Town Board Goals and Master Plans:

Continues cemetery rehabilitation and makes the site compatable with the Main St corridor plan Town
Mission & Vision, Infrastructure

Project Costs/Year		2020	2021	2022	2023	2024	LT Projects	Total
Engineering/Planning				40,000				40,000
Construction		100,000				800,000	853,721	1,753,721
Contingency						83,571		83,571
Other:								-
Total:	-	100,000	-	40,000	-	883,571	853,721	1,877,292
Funding Sources								
CIF - Sales & Use Tax		100,000	-					100,000
								-
Total	-	100,000	-	-	-	-	-	100,000

Project Name	WIBIT at Boardwalk Park	Scheduled Start	2020
Department/Division	Parks & Recreation / Recreation	Scheduled Completion	2020
Requestor	E Lucas	Departmental Priority	Priority II -SHOULD DO
Account Number		Departmental Ranking	3 Important / but could wait

Project Description and Location:

2020 WIBIT at Boardwalk Park $165,000 Note: Curently in negotiations with Bank of Colorado for sponsorship

Project Justification and Relationship to Town Board Goals and Master Plans:

Town Mission & Vision, Economic Sustainability & Vibrancy, Quality of Life, Small Town Feel

Project Costs/Year		2020	2021	2022	2023	2024	LT Projects	Total
Engineering/Planning								
Construction		165,000						165,000
Contingency								
Other:								
Total:	-	165,000			-	-		165,000
Funding Sources								
Community Park Fund		165,000						165,000
CIF - Sales & Use Tax								
Sponsorship								
Total	-	165,000			-	-		165,000

Project Name	NP Jacoby Farm Park	Scheduled Start	2020
Department/Division	Parks & Recreation / Parks & Open Space	Scheduled Completion	
Requestor	E Lucas	Departmental Priority	Priority I -MUST DO
Account Number	02-454-8412-448	Departmental Ranking	1 Critical

Project Description and Location:

2020: Cleanup and Secure Property

2021: Design and Construction (3 acres @ $400,000)= $1,200,000

Project Justification and Relationship to Town Board Goals and Master Plans:

Town Mission & Vision, Infrastructure, Quality of Life, Safety, Small Town Feel

Project Costs/Year		2020	2021	2022	2023	2024	LT Projects	Total
Property Acquisition								-
Engineering/Planning								-
Construction		10,000	1,200,000					1,210,000
Contingency								-
Other:								-
Total:	-	10,000	1,200,000	-	-	-	-	1,210,000
Funding Sources								
PIF-Neighborhood			1,200,000					1,200,000
Grant		10,000						10,000
								-
Total	-	10,000	1,200,000	-	-	-	-	1,210,000

Project Name	NP Harmony Ridge	Scheduled Start	2020
Department/Division	Parks & Recreation / Parks & Open Space	Scheduled Completion	2021
Requestor	E Lucas	Departmental Priority	Priority I -MUST DO
Account Number	02-454-8412-xxx	Departmental Ranking	2 Important

Project Description and Location:

2020: Park Design and Construction Documents $100,000 2021 Park Construction: $1,200,000

Town Mission & Vision, Infrastructure, Quality of Life, Safety, Small Town Feel

Project Costs/Year		2020	2021	2022	2023	2024	LT Projects	Total
Property Acquisition								-
Engineering/Planning		100,000						100,000
Construction			1,200,000					1,200,000
Contingency								-
Other:								-
Total:	-	100,000	1,200,000	-	-	-	-	1,300,000
Funding Sources								
PIF-Neighborhood		100,000	1,200,000					1,300,000
								-
Total	-	100,000	1,200,000	-	-	-	-	1,300,000

Project Name	Community Recreation Center Expansion	Scheduled Start	2018
Department/Division	Parks & Recreation / Recreation	Scheduled Completion	2021
Requestor	E Lucas	Departmental Priority	Priority I -MUST DO
Account Number	04-490-8440-000, 21-493-8431-000	Departmental Ranking	2 Important

Project Description and Location:

Expansion ocured 2016.
2020-2021 Roof Top Unit Replacements $70k each. One per year *(04-490-8440-000)*
2020 Kitchen Floor Replacement $30,000
2020 Misc Items (evergreen baseboard replacements, entrance carpet replacement, activity pool play structure, pool caulking, locker bench replacements ($41,000)
2021 - Locker replacement in current locker room. $75k *(21-493-8431-000)*

Project Justification and Relationship to Town Board Goals and Master Plans:

Town Mission & Vision, Economic Sustainability & Vibrancy, Infrastructure, Quality of Life, Safety, Small Town Feel

Project Costs/Year		2020	2021	2022	2023	2024	LT Projects	Total
Property Acquisition								-
Engineering/Planning								-
Construction		141,000	145,000					286,000
Contingency								-
Other:								-
Total:	-	141,000	145,000	-	-	-	-	286,000
Funding Sources								
Sales & Use Tax		-	75,000					75,000
CRC Exp		70,000	70,000					140,000
								-
Total	-	70,000	145,000	-	-	-	-	215,000

Project Name	Museum Collections/Exhibits	Scheduled Start	2018
Department/Division	Parks & Recreation / Art & Heritage	Scheduled Completion	2021
Requestor	E Lucas	Departmental Priority	Priority II -SHOULD DO
Account Number	04-456-8410/8420 F&F 8431	Departmental Ranking	2 Important

Project Description and Location:

2020-21: Storage, Furniture, Fixtures (Shelving, Track cabinets, fire safe cabinets, ect). Dependent upon what is not purchased during 2019-20 capital project $175,000

Project Justification and Relationship to Town Board Goals and Master Plans:

Town Mission & Vision, Infrastructure, Quality of Life, Small Town Feel

Project Costs/Year		2020	2021	2022	2023	2024	LT Projects	Total
Engineering/Planning								-
Construction		85,000	85,000					170,000
Contingency								-
Other:								-
Total:	-	85,000	85,000	-	-	-	-	170,000
Funding Sources								
CIF - Sales & Use Tax		85,000	85,000					170,000
								-
Total	-	85,000	85,000	-	-	-	-	170,000

Project Name	CP Main Park	Scheduled Start	2018
Department/Division	Parks & Recreation / Parks & Open Space	Scheduled Completion	2046
Requestor	E Lucas	Departmental Priority	Priority II -SHOULD DO
Account Number	02/04-454-8430-461 & 04-454-8420/8412-461	Departmental Ranking	2 Important

Project Description and Location:

2020 Infrastrucure Upgrade $100,000

2021 Sidewalk around entire park done late fall to allow for irrigation project the following spring $224,000 + $20,000 contingency *(04-454-8412-461)*

2021 Construction irrigation system $300,000 *(04-454-8412-461)* + contingency $30,000 *(04-454-8412-461)*

2022 Restroom design: $25,000 *(04-454-8420-461)*

2023 Restroom construction: $250,000 + Contingency $20,000 *(04-454-8420-461)*

2046 Shelter Replacements $150,000 built new in 2016

Project Justification and Relationship to Town Board Goals and Master Plans:

Town Mission & Vision, Economic Sustainability & Vibrancy, Infrastructure, Quality of Life, Safety, Small Town Feel

Project Costs/Year		2020	2021	2022	2023	2024	LT Projects	Total
Property Acquisition								-
Engineering/Planning				25,000				25,000
Construction		100,000	224,000		250,000		150,000	400,000
Contingency			20,000		20,000			20,000
Other:								-
Total:		100,000	244,000	25,000	270,000	-	150,000	445,000
Funding Sources								
CIF - Sales & Use Tax		100,000						
Total		100,000						

Project Name	CP Eastman Park	Scheduled Start	2018
Department/Division	Parks & Recreation / Parks & Open Space	Scheduled Completion	2030
Requestor	E Lucas	Departmental Priority	Priority III -COULD DO
Account Number	04-454-8412-470, 02-454-8430-470	Departmental Ranking	3 Important / but could wait

Project Description and Location:

2020 Sewage Grinder Pump $70,0000
2021 Water Fountain to Dog Park / Widen sidewalk to 10ft $60,000 *(04-454-8412-470)*
2021 Skate Park Replacement (non-concrete portion) $300,000 (02-454-8412-470)
2021 Infrastructure investment $75,000 (04-454-8412-470)
2022 Engineering / Planning Document for Grading of fields $30,000 *(04-454-8412-470)*
2022 Playground Replacement $300,000 *(02-454-8430-470)*
2023 Field Five Regrade out of Flood Waters $300,000 *(04-454-8412-470)*
2034 Restroom Concessions Replacement
2030 Pond Pump house / Irrigation (Cost Unknown)
Items on Long Term Consideration: Parking, land acquisition (see riverwalk)

Project Justification and Relationship to Town Board Goals and Master Plans:

Town Mission & Vision, Infrastructure, Quality of Life, Safety, Small Town Feel

Project Costs/Year		2020	2021	2022	2023	2024	LT Projects	Total
Property Acquisition								-
Engineering/Planning				30,000				30,000
Construction		70,000	135,000	600,000	300,000		3,000,000	4,105,000
Contingency								-
Other:								-
Total:	-	70,000	135,000	630,000	300,000	-	3,000,000	4,135,000
Funding Sources								
Sales & Use Tax		70,000	135,000					205,000
								-
Total	-	70,000	135,000	-	-	-	-	205,000

Project Name	OS Kodak Watchable Wildlife Area	Scheduled Start	2019
Department/Division	Parks & Recreation / Parks & Open Space	Scheduled Completion	2027
Requestor	E Lucas	Departmental Priority	Priority II -SHOULD DO
Account Number	03-454-8412-442	Departmental Ranking	2 Important

Project Description and Location:

Future Development:

2020 Archery Range Expansion ($100,000 CPW Grant) ($33,500 CIF) Fence, Shelter, Additional Butts, Parking Overflow Gravel

2021 Expand parking lot: ($165,000) , Trail Head picnic shelter / access ($75,000) *(03-454-8412-442)*

(2027) Trails, parking, restroom, wildlife viewing bunkers, fishing ponds, river access ($1,000,000) plug number.

Project Justification and Relationship to Town Board Goals and Master Plans:

Town Mission & Vision, Infrastructure, Quality of Life, Small Town Feel

Project Costs/Year		2020	2021	2022	2023	2024	LT Projects	Total
Engineering/Planning								-
Construction		133,500	240,000				1,000,000	1,373,500
Contingency								-
Other:								-
Total:	-	133,500	240,000	-	-	-	1,000,000	1,373,500
Funding Sources								
CTF		33,500	240,000					273,500
Deedicated Funding (TBD)							1,000,000	1,000,000
Grant		100,000						100,000
Total	-	133,500	240,000	-	-	-	1,000,000	1,373,500

Project Name	Non-Potable Water	Scheduled Start	2018
Department/Division	Parks, Rectreation / Parks & Open Space	Scheduled Completion	2021
Requestor	E Lucas	Departmental Priority	Priority I -MUST DO
Account Number	04-454-8412-461/463	Departmental Ranking	1 Critical

Project Description and Location:

"Requirements of change of use case (legal obligations) and necessary development. MS = measuring structure per master plan. 2020 Placeholder for Audit Results ($50,000) annually next 3 years. Parks being audited are Boardwalk, Eastman, Chimney, Main, Poudre Heights and Northen Lights

2021 Deferred to coincide with Main Park Irrigation Renovation (2021) per NP Master Plan Construct $30,000 (04-454-8412-461)

Project Justification and Relationship to Town Board Goals and Master Plans:

Town Mission & Vision, Infrastructure,

Project Costs/Year		2020	2021	2022	2023	2024	LT Projects	Total
Engineering/Planning								-
Construction		50,000	80,000	50,000				180,000
Contingency								-
Other:								-
Total:		50,000	80,000	50,000	-	-	-	180,000
Funding Sources								
Water Fund / Non-Potable		50,000	50,000	50,000				150,000
CIF - Sales & Use Tax			30,000					30,000
								-
Total		50,000	80,000	50,000	-	-	-	180,000

PLANNING & ZONING

Project Name	Air Quality Monitoring	Scheduled Start	2020
Department/Division	Planning	Scheduled Completion	2020
Requestor	S Ballstadt	Departmental Priority	Priority II -SHOULD DO
Account Number	04-419-8445-000	Departmental Ranking	2 Important

Project Description and Location:

Air Quality Monitoring

Project Justification and Relationship to Town Board Goals and Master Plans:

Project Costs/Year		2020	2021	2022	2023	2024	LT Projects	Total
Contingency								-
Other:		250,000						250,000
Total:	-	250,000	-	-	-	-	-	250,000
Funding Sources								
Sales & Use Tax		250,000	-					250,000
								-
								-
Total	-	250,000	-	-	-	-	-	250,000

Project Name	Regional Bus Stop Installation	Scheduled Start	2020
Department/Division	Planning	Scheduled Completion	2020
Requestor	S Ballstadt	Departmental Priority	Priority I -MUST DO
Account Number	04-419-8420-000	Departmental Ranking	2 Important

Project Description and Location:

Installation of bus stop shelters(6) or benches(6) plus concrete pads(6) in support of new regional bus service from Greeley to Fort Collins. May need to construct stop access iaw ADA regs.

Project Justification and Relationship to Town Board Goals and Master Plans:

Project Costs/Year		2020	2021	2022	2023	2024	LT Projects	Total
Construction		75,000						75,000
Contingency								-
Other:								-
Total:	-	75,000	-	-	-	-	-	75,000
Funding Sources								
Sales & Use Tax		75,000	-					75,000
								-
Total	-	75,000	-	-	-	-	-	75,000

Project Name	CR15 Multiuse Path Construction	Scheduled Start	2020
Department/Division	Planning	Scheduled Completion	2020
Requestor	S Ballstadt	Departmental Priority	Priority II -SHOULD DO
Account Number	04-419-8445-000	Departmental Ranking	2 Important

Project Description and Location:

Town Board Directed Quick Win Project - CR15 Multiuse Path Construction

Project Justification and Relationship to Town Board Goals and Master Plans:

This project would fill in the gap in the pedestrian and bicycle network on the west side of CR 15 between Cold Creek Drive and the #2 Ditch Trail. A 10-foot wide multiuse path would be constructed along the length of the gap.

Project Costs/Year		2020	2021	2022	2023	2024	LT Projects	Total
Property Acquisition								-
Engineering/Planning		10,000						10,000
Construction		50,000						50,000
Contingency		5,000						5,000
Other:								-
Total:	-	65,000	-	-	-	-	-	65,000
Funding Sources								
Sales & Use Tax		65,000	-					65,000
								-
Total	-	65,000	-	-	-	-	-	65,000

Project Name	CR17 & Riverplace Drive RRFB Determination	Scheduled Start	2020
Department/Division	Planning	Scheduled Completion	2020
Requestor	S Ballstadt	Departmental Priority	Priority II -SHOULD DO
Account Number	04-419-8445-000	Departmental Ranking	2 Important

Project Description and Location:

Town Board Directed Quick Win Project - CR17 & Riverplace Drive RRFB Determination

Project Justification and Relationship to Town Board Goals and Master Plans:

This project would examine the pedestrian and bicycle crossing across the north leg of CR 17 at the intersection of Riverplace Drive and determine the appropriate crossing treatment to improve the safety, comfort and convenience for bicyclists and pedestrians. This project will apply the Town of Windsor Pedestrian Crossing Guidelines to confirm if a Rectangular Rapid Flash Beacon (RRFB) is the appropriate treatment.

Project Costs/Year		2020	2021	2022	2023	2024	LT Projects	Total
Property Acquisition								-
Engineering/Planning		25,000						25,000
Construction		90,000						90,000
Contingency		10,000						10,000
Other:								-
Total:	-	125,000	-	-	-	-	-	125,000
Funding Sources								
Sales & Use Tax		125,000	-					125,000
								-
Total	-	125,000	-	-	-	-	-	125,000

Project Name	CR13 & SH392 Left-Turn Treatment	Scheduled Start	2020
Department/Division	Planning	Scheduled Completion	2020
Requestor	S Ballstadt	Departmental Priority	Priority II -SHOULD DO
Account Number	04-419-8445-000	Departmental Ranking	2 Important

Project Description and Location:

Town Board Directed Quick Win Project - CR13 & SH392 Left-Turn Treatment

Project Justification and Relationship to Town Board Goals and Master Plans:

In coordination with CDOT, this project would complete a northbound and southbound left turn treatment analysis. This analysis will define the implementation of a dedicated left turn lane and the appropriate signal timing/phasing modifications. This project would affect the northbound and southbound lanes of the intersection. The cost of this project assumes that additional right-of-way and pavement width is not necessary.

Project Costs/Year		2020	2021	2022	2023	2024	LT Projects	Total
Property Acquisition								-
Engineering/Planning		25,000						25,000
Construction		250,000						250,000
Contingency		25,000						25,000
Other:								-
Total:	-	300,000	-	-	-	-	-	300,000
Funding Sources								
Sales & Use Tax		300,000	-					300,000
								-
Total	-	300,000	-	-	-	-	-	300,000

Project Name	Walnut Street Bikeway Improvements	Scheduled Start	2020
Department/Division	Planning	Scheduled Completion	2020
Requestor	S Ballstadt	Departmental Priority	Priority II -SHOULD DO
Account Number	04-419-8445-000	Departmental Ranking	2 Important

Project Description and Location:

Town Board Directed Quick Win Project - Walnut Street Bikeway Improvements

Project Justification and Relationship to Town Board Goals and Master Plans:

This project will implement a low stress bike facility and bicycle safety improvements south of SH 392 from SH 257 to 15th Street. The first step of the study is to determine the appropriate facility type along Walnut Street and the routing of a neighborhood greenway west of 10th Street. These improvements will include the signing and striping of on-street bicycle facilities with appropriate crossing treatments to provide a low-stress east-west bicycle alternative to SH 392.

Project Costs/Year		2020	2021	2022	2023	2024	LT Projects	Total
Property Acquisition								-
Engineering/Planning		75,000						75,000
Construction		500,000						500,000
Contingency		50,000						50,000
Other:								-
Total:	-	625,000	-	-	-	-	-	625,000
Funding Sources								
Sales & Use Tax		625,000	-					625,000
								-
								-
Total	-	625,000	-	-	-	-	-	625,000

Project Name	SH 392 & 7th Street Multimodal Safety	Scheduled Start	2020
Department/Division	Planning	Scheduled Completion	2020
Requestor	S Ballstadt	Departmental Priority	Priority II -SHOULD DO
Account Number	04-419-8445-000	Departmental Ranking	2 Important

Project Description and Location:

Town Board Directed Quick Win Project -SH 392 & 7th Street Multimodal Safety Improvements

Project Justification and Relationship to Town Board Goals and Master Plans:

This project would improve the safety of all users at the intersection of State Highway 392 and 7th Street with the implementation of recommended improvements such as bulb-outs, signal timing changes, and medians based on national standards and guidelines. Recommended improvements at this intersection will build off the current vehicular design recommendations for the southern leg of the intersection. This project would provide a safe crossing for students walking and biking to and from Windsor Middle School.

Project Costs/Year		2020	2021	2022	2023	2024	LT Projects	Total
Property Acquisition								-
Engineering/Planning		50,000						50,000
Construction		250,000						250,000
Contingency		25,000						25,000
Other:								-
Total:	-	325,000	-	-	-	-	-	325,000
Funding Sources								
Sales & Use Tax		325,000	-					325,000
								-
								-
Total	-	325,000	-	-	-	-	-	325,000

Project Name	7th Street Mulimodal Corridor Improvements	Scheduled Start	2020
Department/Division	Planning	Scheduled Completion	2020
Requestor	S Ballstadt	Departmental Priority	Priority II -SHOULD DO
Account Number	04-419-8445-000	Departmental Ranking	2 Important

Project Description and Location:

Town Board Directed Quick Win Project - 7th Street Mulimodal Corridor Improvements

Project Justification and Relationship to Town Board Goals and Master Plans:

This project would plan, design and implement multimodal improvements on 7th Street from SH 392 to the Poudre River Trail to improve safety, access, and comfort for people biking, walking and driving. Infrastructure improvements could include pedestrian enhancements such as improved crossings with landscaped bulb-outs to reduce crossing distance, a designated bicycle facility, improved connection to the Poudre River Trail, and bicycle safety enhancements around the East Park Drive roundabout. The engineering/planning of this corridor should include a parking utilization study in order to determine if removing on-street parking for the implementation of a bike facility is viable.

Project Costs/Year		2020	2021	2022	2023	2024	LT Projects	Total
Property Acquisition								-
Engineering/Planning		150,000						150,000
Construction		1,000,000						1,000,000
Contingency		100,000						100,000
Other:								-
Total:	-	1,250,000	-	-	-	-	-	1,250,000
Funding Sources								
Sales & Use Tax		1,250,000	-					1,250,000
								-
Total	-	1,250,000	-	-	-	-	-	1,250,000

POLICE

Project Name	Re-model of Police Facility	Scheduled Start	2020
Department/Division	Police	Scheduled Completion	2020
Requestor	Chief Klimek	Departmental Priority	Priority I -MUST DO
Account Number	04-421-8420-000	Departmental Ranking	2 Important

Project Description and Location:

Remodel current building to provide adequate work space for staff

Project Justification and Relationship to Town Board Goals and Master Plans:

Remodel current patrol work area.
Reduce the size of the current center island and add work desks.
Remodel current administrative area.
Redesign current working area to accommodate CSO's work space.
Their present work area is needed for other uses.

Project Costs/Year		2020	2021	2022	2023	2024	LT Projects	Total
Construction		50,000						50,000
Contingency								-
Other:								-
Total:	-	50,000	-	-	-	-	-	50,000
Funding Sources								
Sales & Use Tax		50,000	-					50,000
								-
Total	-	50,000	-	-	-	-	-	50,000

PUBLIC WORKS

Project Name	Town Facilities Security Upgrades	Scheduled Start	2020
Department/Division	Public Works / Facilities	Scheduled Completion	2020
Requestor	Cory Raasch	Departmental Priority	Priority I -MUST DO
Account Number		Departmental Ranking	2 Important

Project Description and Location:

Based on recommendations following the 2020 Q1 security assessment provided by Affiliated Engineers, facilities will assess then proceed with the coordination of modifications to existing building structures and systems. Possible modifications to include additional cameras, sensors, door hardware, lighting enhansements and reconfiguration of building walls and windows. Would also include interior painting.

Project Justification and Relationship to Town Board Goals and Master Plans:

Provide a safer working environment for both employees and building visitors, during and after business hours. We have a number of employees who work evenings at Town Hall. Security enhancements to this facility could greatly improve the level of personal safety for each of these individuals.

Project Costs/Year		2020	2021	2022	2023	2024	LT Projects	Total
Construction								-
Contingency								-
Other:		500,000						500,000
Total:	-	500,000	-	-	-	-	-	500,000
Funding Sources								
Sales & User Tax		500,000	-					500,000
								-
								-
Total	-	500,000	-	-	-	-	-	500,000

Project Name	New & Replacement Vehicle Acquisitions	Scheduled Start	1/1/2020
Department/Division	Fleet Management	Scheduled Completion	12/31/2020
Requestor	T Walker	Departmental Priority	Priority I -MUST DO
Account Number	10-491-8432-000, 10-491-8440-000	Departmental Ranking	2 Important

Project Description and Location:

Replacement vehicles are handled within the operations and maintenance of the Fleet Fund. New vehicles are paid by transferring CIF funds to the Fleet Fund. Mill levy sets fleet budget, the current allocation is 1.75 mills.

2020 - Replacement of vehicles; Units 50,85,20,09,113,22,55,72,80

2021 - Replacement of vehicles: Units 07,27,88,91,92,30,08,87,93,65, & leasing for units 35,94,52,& 19

2022 - Replacement of vehicles: Units 103,108,11,13,02,03,102,47,58,67,68,114,62,17,04,120,121,61,10,79

2023 - Replacement of vehicles: Units 18,25,57,101,95,48,49,132,134,98,37,56,100,131,74,124,64,109,63, & leasing for units 35,94,52,& 19

2024 - Replacement of vehicles: Units 133,119,59,116,106,89,36,130,105,133,81,82,83

Project Justification and Relationship to Town Board Goals and Master Plans:

Project Costs/Year		**2020**	**2021**	**2022**	**2023**	**2024**	**LT Projects**	**Total**
Replacement Vehicles		$ 300,000						$ 300,000
								$ -
New Vehicles / Equipment								$ -
Sweeper		$ 74,000						
light tower		$ 8,000						
disc attach.		$ 5,000						
seeder attach.		$ 20,000						
claw attach.		$ 16,000						
70 sander/plow		$ 50,000						
prewet tanks		$ 25,000						
fertilizer		$ 14,000						
Dump Trailer		$ 9,000						
S650		$ 45,000						$ 45,000
Eq. trailer		$ 5,000						$ 5,000
Patrol units x 7		$ 448,000						$ 448,000
Electric Vehicle for Town Hall		$ 36,000						$ 36,000
Pickup - WWTP		$ 45,000						$ 45,000
								$ -
Total:		$ 1,100,000	$ -	$ -	$ -	$ -	$ -	$ 879,000
Funding Sources								
Transfer from CIF		$ 755,000	$ -					$ 755,000
Fleet Allocations		$ 300,000						$ 300,000
Transfer from Sewer Fund		$ 45,000						$ 45,000
Total	-	$ 1,100,000	$ -	$ -	$ -	$ -	$ -	$ 1,100,000

Project Name	Railroad Crossing Improvements	Scheduled Start	2020
Department/Division	Pub Works/Streets	Scheduled Completion	Ongoing
Requestor	T Walker	Departmental Priority	Priority II -SHOULD DO
Account Number	04-429-8445-000	Departmental Ranking	2 Important

Project Description and Location:

2019 - 15th Street Crossing ($50,000)
Oklahoma Hill ($60,000)
Park by MCC ($50,000)
($80,000)

2020 -
2021 - Eastman
2022 - Crossroads & 257
2023 - CR15 & N. Hwy 34 ($50,000)

Project Justification and Relationship to Town Board Goals and Master Plans:

Project Costs/Year		2020	2021	2022	2023	2024	LT Projects	Total
Construction								-
Contingency								-
Other:		60,000	50,000	80,000	50,000			240,000
Total:	-	60,000	50,000	80,000	50,000	-	-	240,000
Funding Sources								
Sales & Use Tax		60,000	50,000					110,000
								-
								-
Total	-	60,000	50,000	-	-	-	-	110,000

Project Name	Water Line Replacement	Scheduled Start	2020
Department/Division	Public Works / Water	Scheduled Completion	ongoing
Requestor	T Walker	Departmental Priority	Priority I -MUST DO
Account Number	06-471-8457-000	Departmental Ranking	3 Important / but could wait

Project Description and Location:

Coordinated with street maintenance.
2020- Replace water main on Walnut Street from 10th to 11th $600,000
2021- Replace water main on 7th Street from the railroad tracks to Cedar Court $400,000
2022- Replace 24" DIP from CR 3 to WCR 13 $1,000,000
2023- Replace 16" DIP from 11th St to 10th St drainage $1,000,000

Long-term projects are streets Larch, Juniper, Hemlock and Pinyon & Rehab/Replace 20" water main from Fernwood to Bible College $600,000

Project Justification and Relationship to Town Board Goals and Master Plans:

TB Goal to upgrade infrastructure to support future growth and development

Project Costs/Year		2020	2021	2022	2023	2024	LT Projects	Total
Construction								-
Contingency								-
Other:		600,000	400,000	1,000,000	1,000,000	600,000	600,000	4,200,000
Total:	-	600,000	400,000	1,000,000	1,000,000	600,000	600,000	4,200,000
Funding Sources								
Monthly Rates		600,000	400,000	1,000,000	1,000,000	600,000	600,000	4,200,000
								-
Total	-	600,000	400,000	1,000,000	1,000,000	600,000	600,000	4,200,000

Project Name	SCADA	Scheduled Start	2020
Department/Division	Information Technology	Scheduled Completion	2020
Requestor	C Millington	Departmental Priority	Priority I -MUST DO
Account Number	06-471-8440-000	Departmental Ranking	1 Critical

Project Description and Location:
Three SCADA systems are running on outdated technology and with no security. The systems are located at Waste Water, Public Works, and Parks.

Project Justification and Relationship to Town Board Goals and Master Plans:
Three SCADA systems are running on outdated technology and with no security. We must replace these systems with current, secured technology.

Project Costs/Year		2020	2021	2022	2023	2024	LT Projects	Total
Engineering/Planning								-
Construction								-
Other:		55,000						55,000
Total:	-	55,000	-	-	-	-	-	55,000
Funding Sources								
Transfer to IT		55,000	-					55,000
								-
Total	-	55,000	-	-	-	-	-	55,000

Project Name	Manhole Rehab	Scheduled Start	5/1/2020
Department/Division	Public Works / Sewer System	Scheduled Completion	12/31/2020
Requestor	T Walker	Departmental Priority	Priority II -SHOULD DO
Account Number	07-481-8457-000	Departmental Ranking	2 Important

Project Description and Location:
2020 - 11 Manholes - Between Walnut St. and Oak St. / 3rd St. and Chimney Park Dr.
2021 - 10 Manholes - Between Elm and Locust and 8th and 10th
2022 - 10 Manholes - Between Main Street and Oak Street / Between 6th St and 8th Street
2023 - 6 Manholes - Between Main and Ash and 2nd and North Chimney Park Drive
2024 - 9 Manholes - Between 6th St & 7th Street and Walnut St and Oak Street

Project Justification and Relationship to Town Board Goals and Master Plans:
TB Goal to upgrade infrastructure to support future growth and development

Project Costs/Year		2020	2021	2022	2023	2024	LT Projects	Total
Construction								-
Contingency								-
Other:		40,000	40,000	16,000	50,000	22,000		168,000
Total:	-	40,000	40,000	16,000	50,000	22,000	-	168,000
Funding Sources								
Monthly User Fees		40,000	40,000	16,000	50,000	22,000		168,000
								-
Total	-	40,000	40,000	16,000	50,000	22,000	-	168,000

Project Name	Sewer Line Rehab	Scheduled Start	2020
Department/Division	Public Works/ Sewer System	Scheduled Completion	Ongoing
Requestor	T Walker	Departmental Priority	Priority II -SHOULD DO
Account Number	07-481-8457000	Departmental Ranking	2 Important

Project Description and Location:

2020 - Larch Drive S2 MH 159 to S2 MH 146 from Stone Mtn. Dr. to Hemlock Dr.

2021 - Oak and Hemlock S2 MH 60 to S2 MH 149 from Juniper to Table Mtn Ct, Pinyon Dr. S2 MH 148 to S2 MH 137 S2 MH 136 to S2 MH 146 to S2 MH 143

2022 - Hemlock Street - S2 MH 146 - S MH 149, 900 ft. Clay

2023 - Iron Mtn Ct - S2 MH 49 - S2 MH 60 Table Mtn S2 MH 60 - Juniper S2 MH 50 - MH 154

2024 - Juniper Dr S2 MH 150 to S2 MH 154 from Conifer Ct S2 to MH 129 + S2 MH 132 + S2 MH 134 + S3 MH9

Project Justification and Relationship to Town Board Goals and Master Plans:

TB Goal to upgrade infrastructure to support future growth and development

Project Costs/Year		2020	2021	2022	2023	2024	LT Projects	Total
Construction								-
Contingency								-
Other:		91,860	78,130	94,000	95,000	85,000		443,990
Total:	-	91,860	78,130	94,000	95,000	85,000	-	443,990
Funding Sources								
Monthly user fees		91,860	78,130	94,000	95,000	85,000		443,990
								-
Total	-	91,860	78,130	94,000	95,000	85,000	-	443,990

Project Name	Sewer Plant Modifications	Scheduled Start	2020
Department/Division	Public Works/ Sewer System	Scheduled Completion	2024
Requestor	T Walker	Departmental Priority	Priority II -SHOULD DO
Account Number	07-481-8457-000	Departmental Ranking	2 Important

Project Description and Location:

Sewer Plant modifications - Biosolids handling improvements. Design work to begin in 2020.

Project Justification and Relationship to Town Board Goals and Master Plans:

Project Costs/Year		2020	2021	2022	2023	2024	LT Projects	Total
Property Acquisition								-
Engineering/Planning		900,000						900,000
Construction			3,500,000	3,500,000				7,000,000
Contingency								-
Total:	-	900,000	3,500,000	3,500,000			-	7,900,000
Funding Sources								
Sewer PIF		900,000	3,500,000	3,500,000				7,900,000
								-
Total	-	900,000	3,500,000	3,500,000	-	-	-	7,900,000

FINANCE

Project Name	Resource X Software Application	Scheduled Start	2020
Department/Division	Finance	Scheduled Completion	2020
Requestor	Dean Moyer	Departmental Priority	Priority III -COULD DO
Account Number	11-492-8440-000	Departmental Ranking	3 Important / but could wait

Project Description and Location:
Installation Resource X budgeting software.

Project Justification and Relationship to Town Board Goals and Master Plans:
ResourceX provides a data visualization and analytics application within the Program Budgeting software, to visually represent the cost of a service and the main drivers of those costs. The site is commonly refered to as the "Present Site" to support your organizations presentation of data, and exploration of resource reallocation and revenue generation opportunities.

Project Costs/Year		2020	2021	2022	2023	2024	LT Projects	Total
Contingency								-
Other:		40,000						40,000
Total:	-	40,000	-	-	-	-	-	40,000
Funding Sources								
Transfer to IT		40,000						40,000
								-
								-
Total	-	40,000	-	-	-	-	-	40,000

Project Name	Springbrook Cloud Upgrade	Scheduled Start	2020
Department/Division	Finance	Scheduled Completion	2020
Requestor	Dean Moyer	Departmental Priority	Priority II -SHOULD DO
Account Number	11-492-8440-000	Departmental Ranking	2 Important

Project Description and Location:
Upgrade Springbrook to the Cloud in order to provide residents with on-line sales tax payment option and automate data entry and payment receipts.

Project Justification and Relationship to Town Board Goals and Master Plans:
Will provide residents with on-line sales tax payment option. Will automate data entry procedure. Will automate payment receipt process.

Project Costs/Year		2020	2021	2022	2023	2024	LT Projects	Total
Contingency								-
Other:		34,790						34,790
Total:	-	34,790	-	-	-	-	-	34,790
Funding Sources								
Sales Tax		34,790	-					34,790
								-
Total	-	34,790	-	-	-	-	-	34,790

5-Year Capital Improvement Plan

2020-2024

Shane Hale, Town Manager

Dean Moyer, Director of Finance

September 16, 2019

Town Board

Work Session Item #1

TOWN OF WINDSOR COLORADO

Dean Moyer

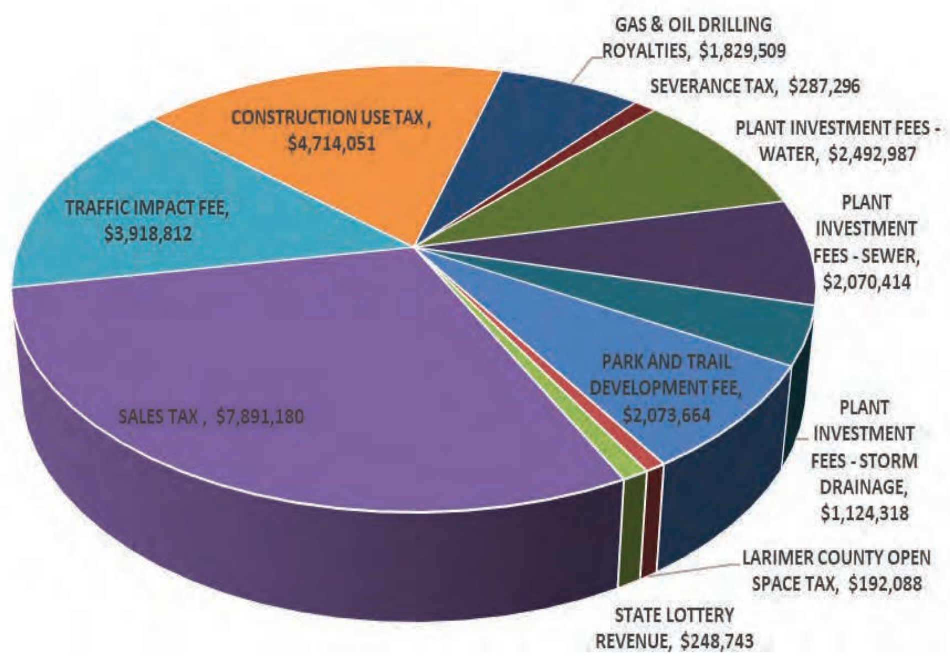
Funding Sources & Assumptions

Fund Revenue Detail

Budgetary Detail

Capital Improvement Funding Sources

- Sales and Use Tax
- Traffic Impact Fee
- Park Impact Fees
- Severance Tax
- Oil & Gas Income
- Utility Impact Fees
- Grants
- Interest Income
- Monthly User Fees
- Lottery Funds (Conservation Trust Funds)
- Larimer County Open Space Tax



Revenue

Capital Revenue Forecast Assumptions

- Sales Tax – 5% Increase over 2019 Projected Receipts
- Construction Use Tax – 3 Year Average of Permits Issued
- Traffic Impact Fees - 3 Year Average of Permits Issued
- Gas & Oil Royalties – 3 Year Average of Past Receipts
- Interest Income – Interest on 2019 Projected Ending Fund Balances
- Park & Trail Development Fees - 3 Year Average of SFR Permits Issued
- Lottery Funds – Projected Population & 3 Year Average of Per Capita $
- Severance Tax - 3 Year Average of Past Receipts

Revenue

Capital Improvement Fund Detail

Retail Sales Tax Collections =	$4,854,574
Traffic Impact Fees =	3,918,812
Construction Use Tax Collections (3.0%) =	3,771,241
Gas & Oil Drilling Royalties =	1,642,757
Grants (CDOT – SH257/Eastman Park Drive)	1,000,000
Severance Tax =	287,296
Interest Income =	176,485
Total 2020 Revenue Available for Capital =	$15,651,165
Projected Beginning Fund Balance =	$12,427,998

Revenue

CRC Expansion Fund Detail

Retail Sales Tax Collections (.75%) =	$3,036,606
Construction Use Tax Collections =	942,810
Interest Income =	136,388
Total 2020 Revenue Available for Capital =	$ 4,115,804
Projected Beginning Fund Balance =	$9,272,078

Revenue

Park Improvement Fund Detail

Park & Trail Development Fees =	$2,073,664
Larimer County Open Space Tax Collections =	192,088
Interest Income =	180,105
Total 2020 Revenue Available for Capital =	$ 2,445,856
Projected Beginning Fund Balance =	$12,252,015

Revenue

Conservation Trust Fund Detail

State Lottery Revenue =	$248,743
Anticipated Grants – NOCO Poudre Trail Award =	200,000
Interest Income =	16,990
Total 2020 Revenue Available for Capital =	$ 465,733
Projected Beginning Fund Balance =	$1,155,814

Revenue

Development Impact Fees for 2020

Based on *5 Year Averages of Water & Sewer Tap Installations, 3 Year Averages of Permit Issuances, and 3% Fee Multipliers.

Water Tap Fees = $2,492,987

Sewer Tap Fees = $2,070,414

Drainage Investment Fees = $1,124,318

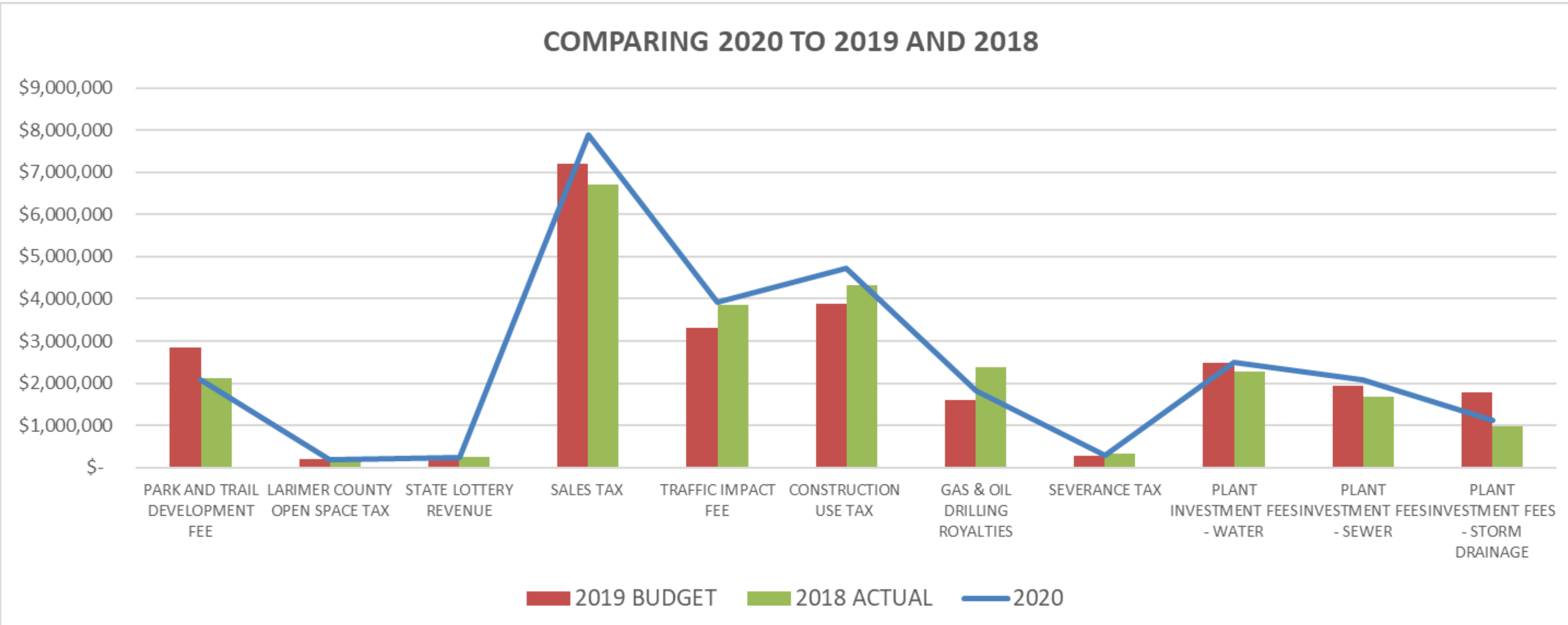
**Note: A 5-year average was utilized because 2016 was an outlier year and it would skew the averages too much to the upside if a 3-year average was used.*

Revenue

Major Revenue Sources – Budgetary Information

DESCRIPTION	2020	2019 BUDGET	2019 - RECEIVED YTD	% OF 2019 BUDGET RECEIVED YTD	2018 ACTUAL
PARK AND TRAIL DEVELOPMENT FEE	$ 2,073,664	$ 2,849,151	$ 1,625,815	78.40%	$ 2,116,478
LARIMER COUNTY OPEN SPACE TAX	$ 192,088	$ 187,895	$ 111,996	58.30%	$ 175,714
STATE LOTTERY REVENUE	$ 248,743	$ 243,058	$ 171,626	69.00%	$ 248,831
SALES TAX	$ 7,891,180	$ 7,207,173	$ 4,557,240	57.75%	$ 6,697,989
TRAFFIC IMPACT FEE	$ 3,918,812	$ 3,299,109	$ 3,372,191	86.05%	$ 3,851,266
CONSTRUCTION USE TAX	$ 4,714,051	$ 3,869,971	$ 3,704,199	78.58%	$ 4,335,316
GAS & OIL DRILLING ROYALTIES	$ 1,829,509	$ 1,607,570	$ 507,340	27.73%	$ 2,370,419
SEVERANCE TAX & MINERAL LEASES	$ 287,296	$ 287,296	$ 709,417	246.93%	$ 332,523
PLANT INVESTMENT FEES - WATER	$ 2,492,987	$ 2,490,473	$ 2,757,711	110.62%	$ 2,276,259
PLANT INVESTMENT FEES - SEWER	$ 2,070,414	$ 1,932,456	$ 2,113,045	102.06%	$ 1,672,374
PLANT INVESTMENT FEES - STORM DRAINAGE	$ 1,124,318	$ 1,786,206	$ 1,399,446	124.47%	$ 978,946

Revenue



COMPARING 2020 TO 2019 AND 2018
$9,000,000
$8,000,000
$7,000,000
$6,000,000
$5,000,000
$4,000,000
$3,000,000
$2,000,000
$1,000,000
$-
PARK AND TRAIL DEVELOPMENT FEE
LARIMER COUNTY OPEN SPACE TAX
STATE LOTTERY REVENUE
SALES TAX
TRAFFIC IMPACT FEE
CONSTRUCTION USE TAX
GAS & OIL DRILLING ROYALTIES
SEVERANCE TAX
PLANT INVESTMENT FEES - WATER
PLANT INVESTMENT FEES - SEWER
PLANT INVESTMENT FEES - STORM DRAINAGE
2019 BUDGET
2018 ACTUAL
2020

TOWN OF WINDSOR COLORADO

Engineering

Development Driven Projects

Streets Maintenance

Road Improvements

Design / Modeling / Studies

Storm Drainage Improvements

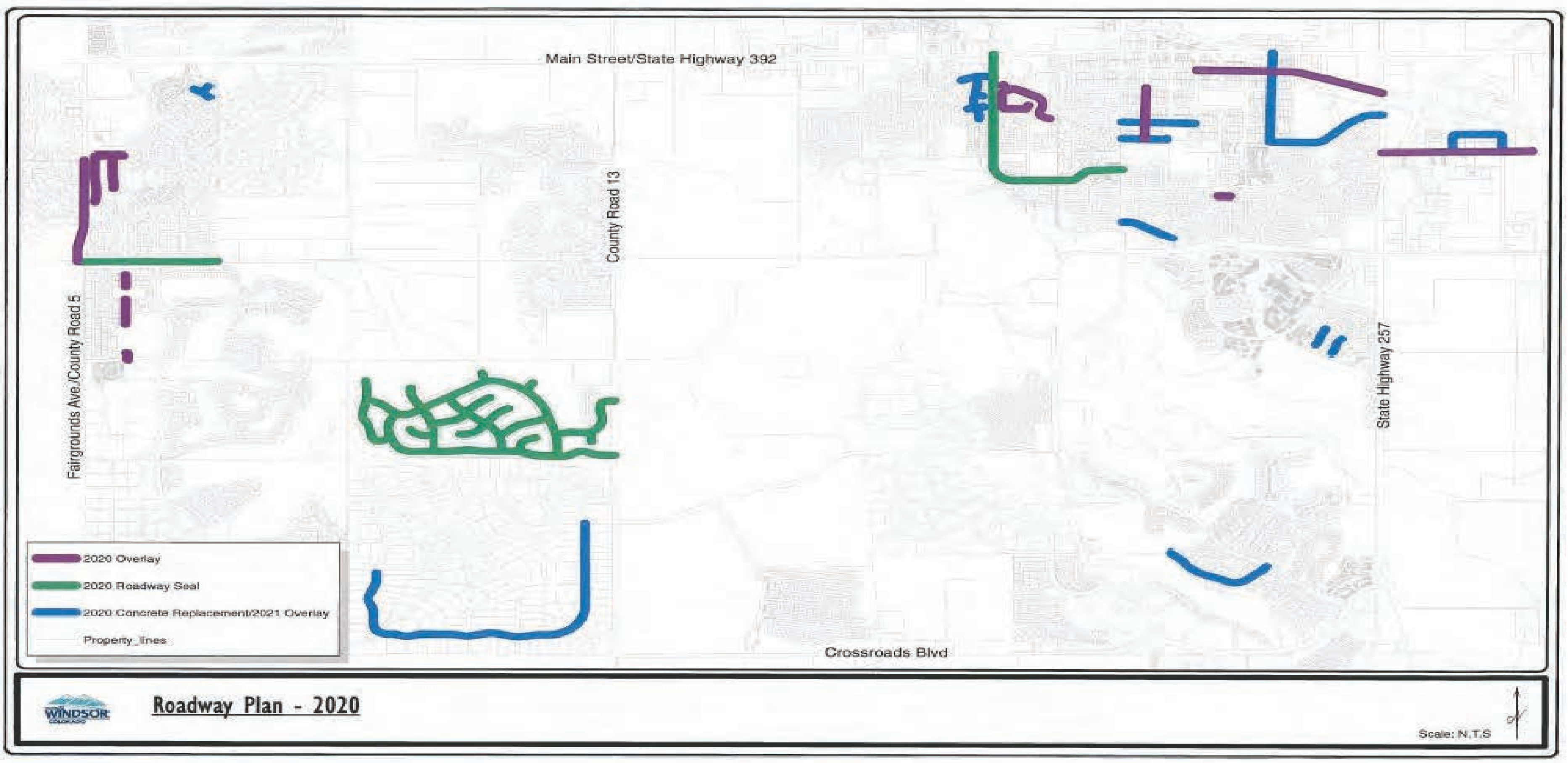
Development Driven Projects 2020

- Harmony Rd between LCR13/15 - $1,920,000
  - Street oversizing and CIF
- LCR5 at Ptarmigan 4th - $2,690,000
  - Street oversizing
- LCR5 SH 392 to Oakmont Dr. - $1,550,000
  - Street oversizing and CIF
- LCR5 at Fossil Creek Ranch PH 1 - $1,061,000
  - Street oversizing
- Poudre Heights 3rd, Raindance North - $1,000,000
  - Sewer oversizing

Streets Maintenance

- Asphalt Overlay $1,966,909
- Pedestrian Crossings $100,000
- Concrete Replacement $764,909
  - Chip Seal
    - Crack Seal

Streets Maintenance

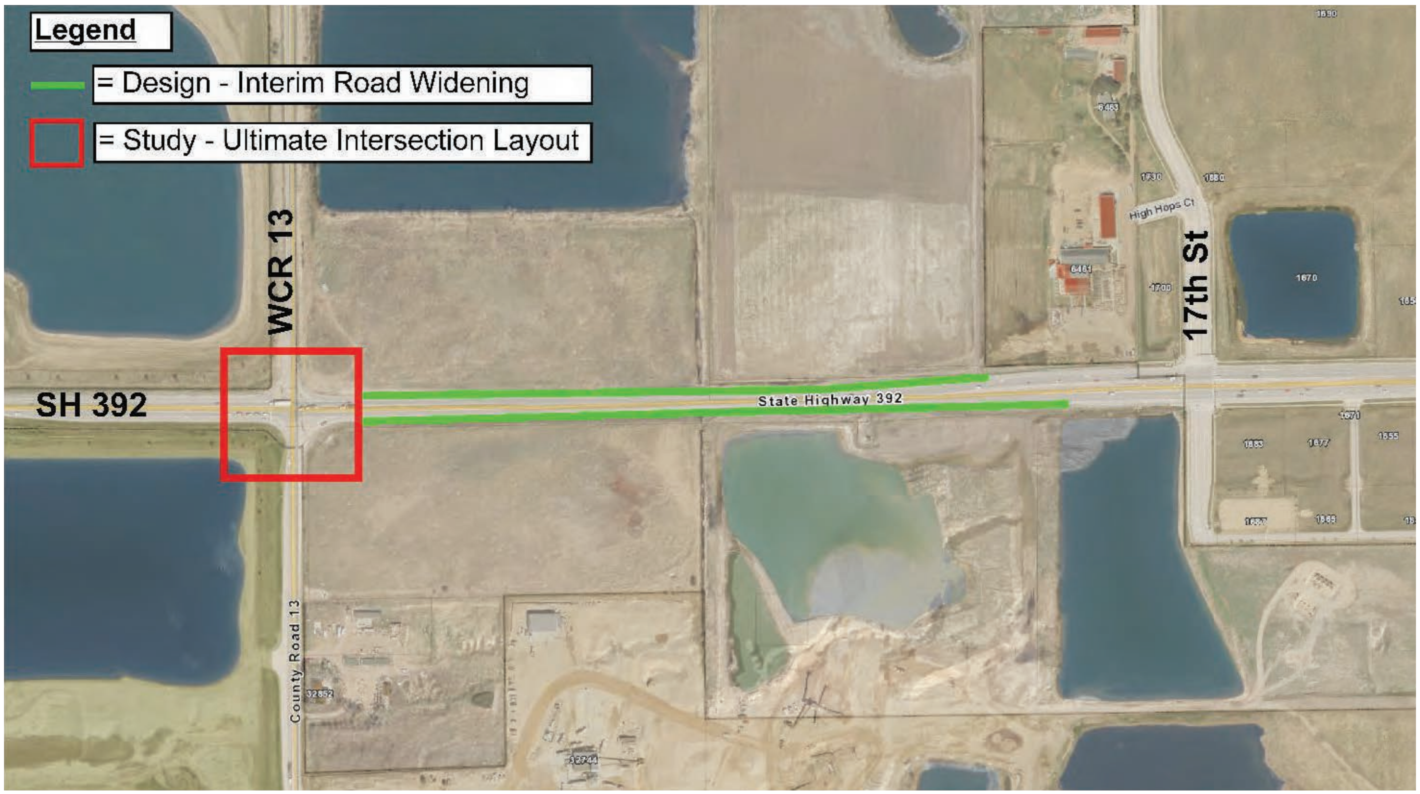


Road Improvements

Traffic Signals
Crossroads & New Liberty Road
$645,000

Note: Estimate for Alternative Roundabout at Same Location - $2.7M

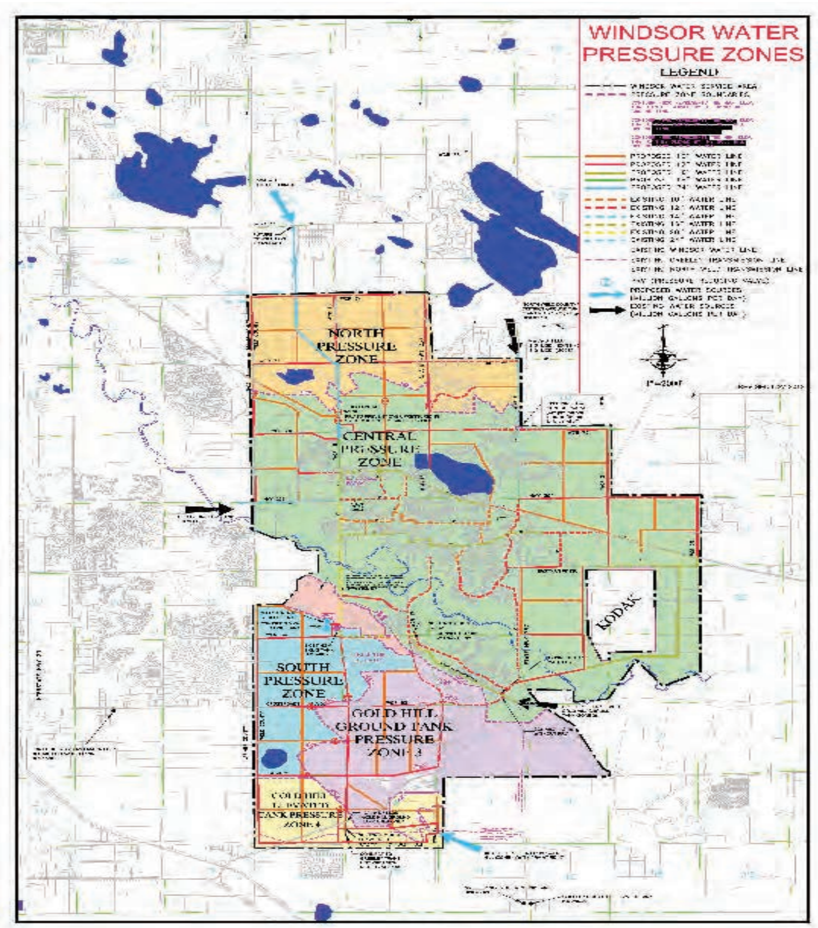
Road Improvements



Design / Study
$150,000

SH 392
Improvements
WCR13 to 17th
Street

Potable Water Model Update



Town Potable Water
System Model Update
$90,000

This project will seek to update the old 2001 computer water model and identify any potential improvement needs within the current system.

Storm Drainage Improvements

- 2020 Chestnut St to Eastman Pk Drainage Improvement $2,359,800
  - 2020 Phase 1 Construction Eastman to Folkstone pond and pond upgrades $2,359,800
  - 2022 Phase 2 Construction of the Garden St Crossing and Stormline/channel improvements from Garden Dr to Chestnut St. $1,575,000
  - TOTAL Construction $3,934,800

Storm Drainage Improvements

- 10th Street Channel Outfall
- Whitney Ditch Siphon
- 10th Street Channel – Downstream of Stone Mtn. Drive
- Stone Mtn. Drive Crossing Improvements
- 10th Street Conveyance Improvements

2020 - $208,875
2021 - $173,750
2022 - $75,000
2023 - $367,500

Chestnut St to Eastman Pk Dr Drainage Improvement

Chestnut St to Eastman Pk Dr Drainage Improvements

Multi-Year Project

2019 Finish Design

2020 Ph 1 construction
- Pond upgrades
- Stormline from Eastman Park Dr. to pond

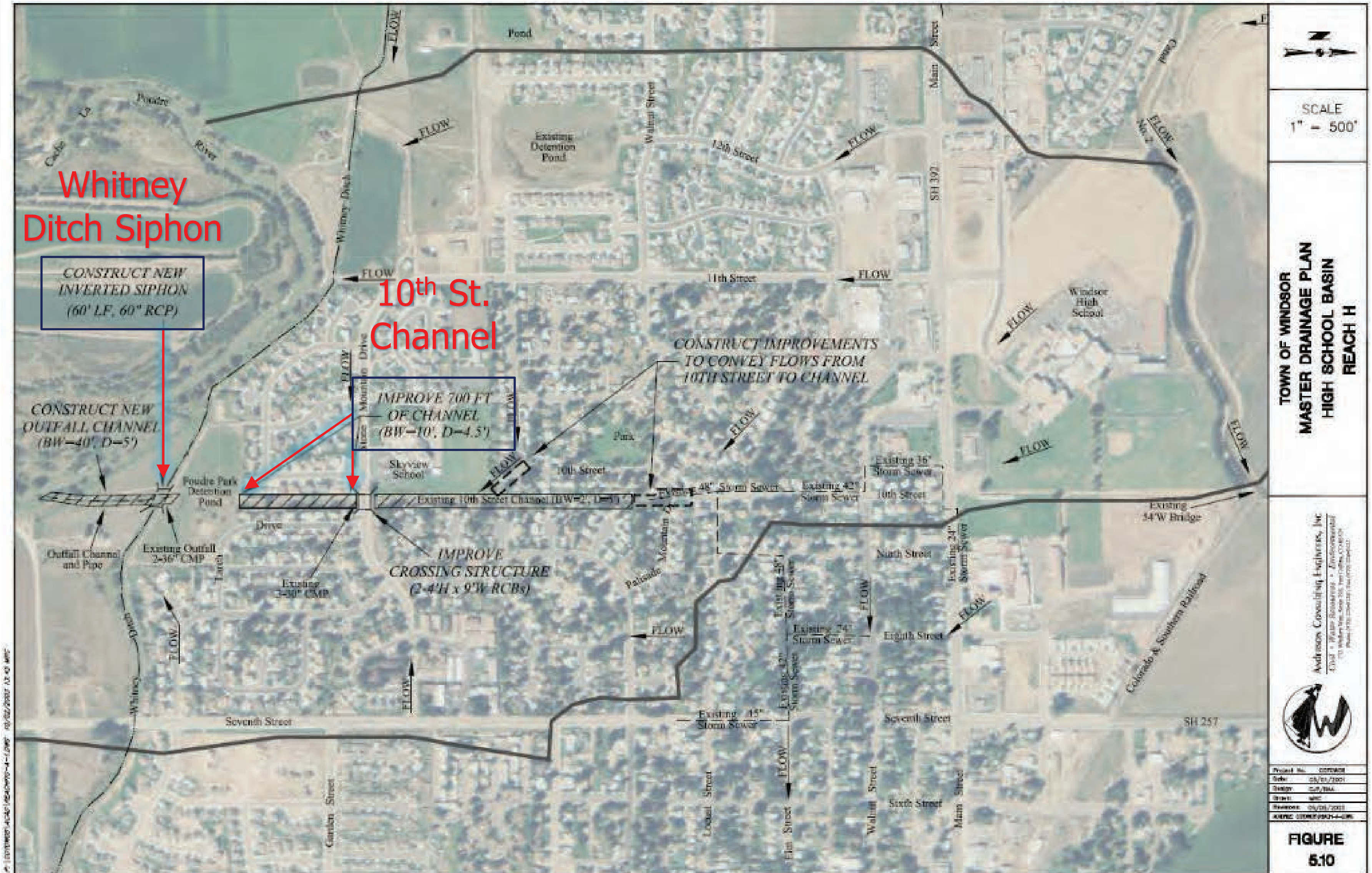
2022 Ph 2 construction
- Chestnut to pond Drainage Improvements

0.18 0 0.09 0.18 Miles

1: 5,699

This product is for informational purposes and may not have been prepared for, or be suitable for legal, engineering, or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the usability of the information.

Date Prepared: 9/5/2019 11:03:01 AM



Intent:

Alleviate flooding in the vicinity of Stone Mountain Drive & 10th Street

1. Whitney Ditch Siphon

- A siphon will be installed under the outfall channel to convey irrigation diversions associated with the Whitney Ditch.

- The siphon will consist of a 60-ft long, 60-inch RCP with inlet and outlet transition structures.

2. 10th St. Channel: Downstream of Stone Mtn Dr

- Improve approx. 700-ft of channel between the Poudre Park Detention Pond and Stone Mountain Drive.

- Improvements include: grass lining, bottom width of 10-ft, max. top width of 35-ft, 0.5% slope, 3:1 side slopes and a design depth of approx. 4-ft.

TOWN OF WINDSOR COLORADO

Corinne Millington

Information Technology - Main Projects in 2020

Information Technology 2020 Projects

- Website Replacement/Improvement $60,000
  - Continuing 2019 effort to improve the website
- Security Tools $60,000
  - Adding software to our network environment
- Point to Point Fiber and Wi-Fi $53,000
  - Continuing 2019 efforts to connect Town staff affordably
- Business Analytics $50,000
  - Software to start connecting data between money, assets, and people
- Security Access Control $50,000
  - Continuing 2019 efforts to secure information; refresh and add PD cameras

Recreation Lives Here

RecreationLivesHere.com

TOWN OF WINDSOR PARKS, RECREATION & CULTURE

Parks, Recreation & Culture

2020 Proposed Capital Improvement Plan

TOWN OF WINDSOR COLORADO

Diamond Valley Expansion

- $4,000,000 sports field and infrastructure improvements.
  - 600x600 lighted field
  - 4 baseball, 16 small sided soccer
  - Restroom, parking & road improvements**
- $220,000 FFE
  - goals, scoreboards, temporary fencing


TOWN OF
WINDSOR®
PARKS, RECREATION
& CULTURE
Recreation Lives Here

Eastman Park Riverwalk

Addressing Needs

- Parking Capacity
- Trails / Access
- Environmental Education
- Water Access (Kayak / Canoe / Tube)
- Treasure Island Gardens
- Flood Mitigation
- Art / Camping / Fishing

Riverwalk

Phase 1: $4,000,000

- Parking Improvements ($625,000)
- Water Access (In/Out) ($25,000)
- Elevated Plaza / Beach Access ($90,000)
- Trails ($300,000)
- Expanded Treasure Island Gardens ($300,000)
- Learning Labs ($100,000)
- Flood Mitigation ($1,500,000)
- Fishing / Camping Access ($30,000)

Riverwalk Future Phasing

Future Phasing ($11,000,000)

- Bridge Connections (2)
- Utilities / Restroom
- Nature Playground
- Business / Econ Dev
- Trails
- Pump Track
- Zip Lines

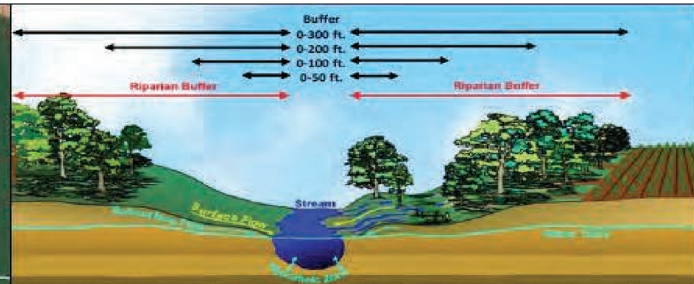
Trail Improvements

- #2 Trail Completion (HH – Kyger)
- Bridge @ CR 13
- Trail on CR 13 Poudre to Hwy 392

Poudre Trail

- $75,000 Flood resiliency plan
- $20,000 East of Water Valley

Riverway Easement Acquisition



Adapted from United States Environmental Protection Agency (EPA). Riparian Buffer Width, Vegetation Cover, Nitrogen Removal Effectiveness: A review of current science and regulations. EPA, October 2005

Property Owner	Total Area of Overlap between Buffers and Property Owner/Floodway (Acres)			
	0-50ft Buffer	0-100ft Buffer	0-200ft Buffer	0-300ft Buffer
GWIP LLC.	7.51	15.29	31.07	46.49
Carestream Health Inc.	9.60	19.70	40.32	61.04
Town of Windsor	2.40	4.04	6.53	8.58
Rick & Kathleen Hertzke	0.35	0.61	0.85	-
Steven & Colleen Blanks	-	-	-	0.25
Regulatory Floodway	19.91	39.72	78.92	117.42
Total Buffer Area	19.92	39.74	78.95	117.50

The suggested buffer distances, based off research by the USDA NRCS and Stillwater's field investigation, represent approximate ranges of area around the Poudre River, which will likely provide a variety of ecological functions beneficial to human and river/riparian health. Examples of these ecological functions and the suggested buffer distances for each are shown in the bar graph (above). The buffer widths for each ecological function are only approximations and can vary depending on many factors; therefore buffer width ranges were selected to account for some of this uncertainty.

Eaton House Renovation

- $300,000 renovation of historic building

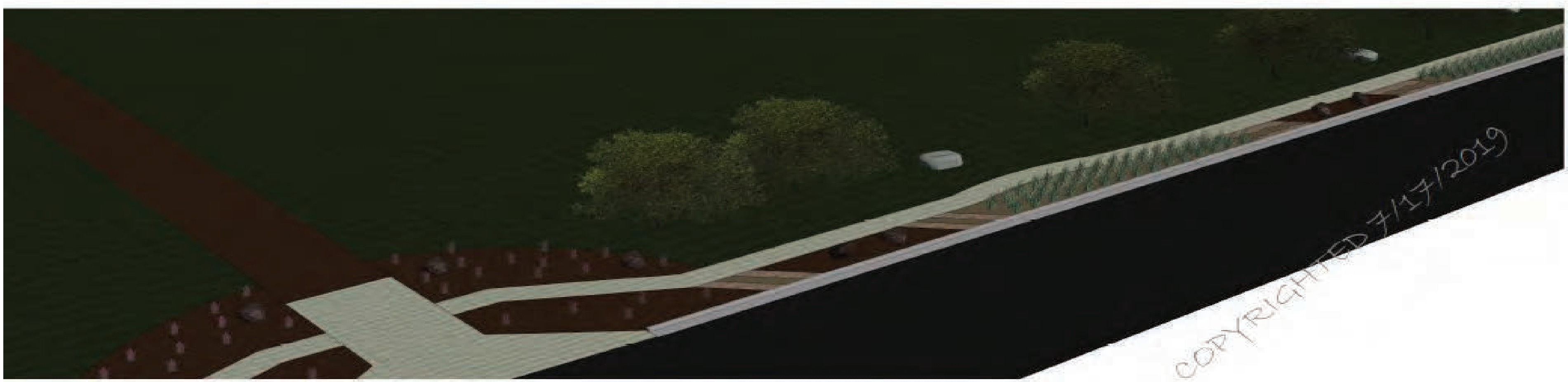
- Creation of a business incubator

Cemetery Landscaping

- $100,000 392 / 257 improvement

Cemetery Mock Up

EXISTING VIEW



WIBIT @ Windsor Lake

- $165,000 for water playground
  ($148,000 of this is a one-time cost)
  - Wibit, anchors, shipping, installation, lifejackets, storage, etc.
- Ongoing expenses: $57,489
- Expected Revenue: $99,000
- Return on investment 4 years

Park Projects

Jacoby Farm

Harmony Ridge

Community Rec Center

- RTU Replacement
  - 3 of 4
  - $75,000
- Kitchen Floor Replacement
  - \$25,000
- Shut-Down Week Projects
  - $41,000

Additional Projects

Museum Collections

- Storage system $85,000
  - Completed system is $300k
- Applying for a DOLA Grant

Main Park Infrastructure

- $100,000
  - Replacement of current infrastructure that is 30 yrs. old
  - # of Services in park
  - Turtles / Generators for special events

Eastman Park Sewer

- Grinder Pump
  - $70,000
  - Sewer / Water Department has made 6 trips YTD
  - Ordered port a pots each time due to high use.

Archery Range Project

- $100,000 Grant from CPW
  - $33,500 Town
- Fencing, shelter, overflow parking, targets, storage shed
- 20% of trail users are going to archery range (600 per wk.)

Archery Range Planned Improvements

Scott Ballstadt

CIF – Planning Department Projects

Air Quality Monitoring

$250,000 placeholder

- Design Program (determine equipment/staff needs, identify testing locations, etc.)
- Establish Protocols (test intervals/timing, what is done with data, response to data, etc.)
- Laboratory Analysis (review of air samples, cleaning of testing equipment, etc.)

Air Sampling Canisters

Bus Stop Installations

$75,000 placeholder

Install Bus Stops/Shelters to Accommodate New Regional Route from Fort Collins to Greeley

TMP “Quick Win” Projects

1. MULTI-USE PATH NORTH OF KING SOOPERS ALONG 15TH ST
   - $65,000 ($10,000 Study/Design & $55,000 Construction)
2. 7TH ST & RIVERPLACE DRIVE RRFB
   - $125,000 ($25,000 Study/Design & $100,000 Construction)
3. LEFT TURN TREATMENT ANALYSIS AT WCR 13 & SH 392
   - $300,000 ($25,000 Study/Design & $275,000 Construction)
4. WALNUT STREET BIKEWAY
   - $75,000 Phase 1 Study & 100% Design
   - $550,000 Phase 2 Construction
5. SH 392 & 7TH ST INTERSECTION MULTI-MODAL SAFETY IMPROVEMENTS
   - $325,000 ($50,000 Study/Design & $275,000 Construction)
6. 7TH ST MULTI-MODAL CORRIDOR IMPROVEMENTS
   - $150,000 Phase 1 Study & 100% Design
   - $1,000,000 Phase 2 Construction

MULTIUSE PATH NEAR KING SOOPERS (ALONG CR 15)

Project Description: Fill in the missing sidewalk gap on the west side of CR 15 between Cold Creek Drive and #2 Ditch Trail with a 10’ multiuse path

Extents: The west side of CR 15 from Cold Creek Drive to the #2 Ditch Trail

Planning-level Cost: $65,000
Study/Design: $10,000
Construction: $55,000

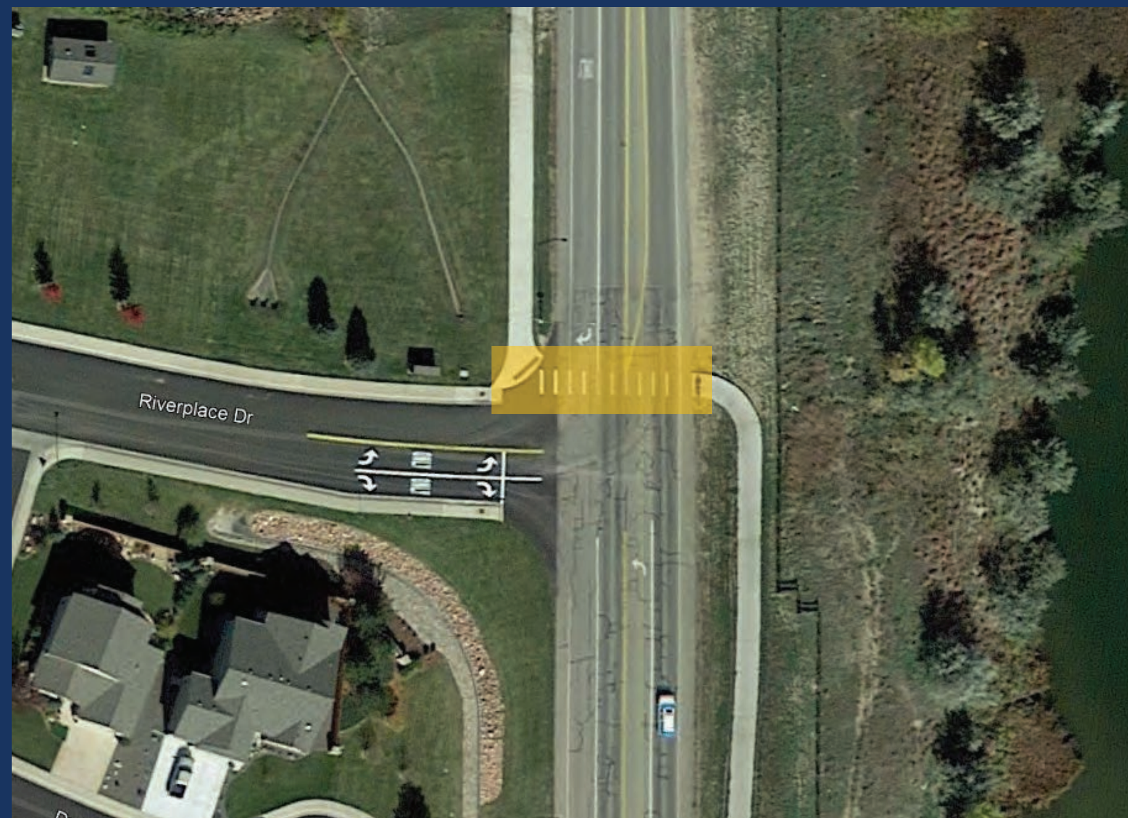
CR15

CR 17 AND RIVERPLACE DRIVE RRFB

Project Description: Apply the Windsor Pedestrian Crossing Guidelines and, if appropriate, implement a RRFB

Extents: Across CR 17 on the north leg of Riverplace Drive intersection

Planning-level Cost: $125,000
Study/Design: $25,000
Construction: $100,000



TOWN OF WINDSOR COLORADO

FEHR & PEERS

FOX TUTTLE HERNANDEZ TRANSPORTATION GROUP

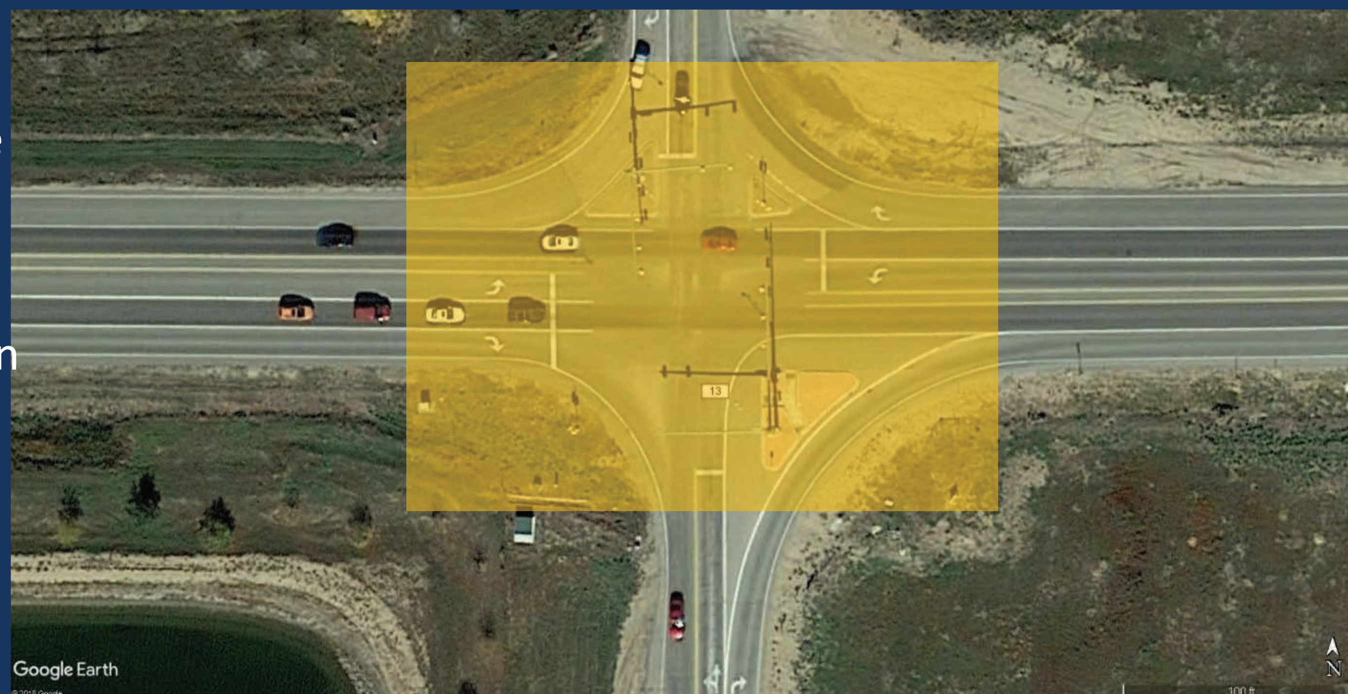
LEFT TURN TREATMENT ANALYSIS AT CR 13 AND SH 392

Project Description: Coordinate with CDOT to perform a NB/SB left turn treatment analysis and implement dedicated left turn lane and appropriate signal timing/phasing modifications

Extents: The Northbound and Southbound legs at the intersection of CR 13 and SH 392

Planning-level Cost: $300,000
Study/Design: $25,000
Construction: $275,000

*If additional ROW and pavement width is necessary, will not be eligible for 'quick win'



WALNUT STREET BIKEWAY

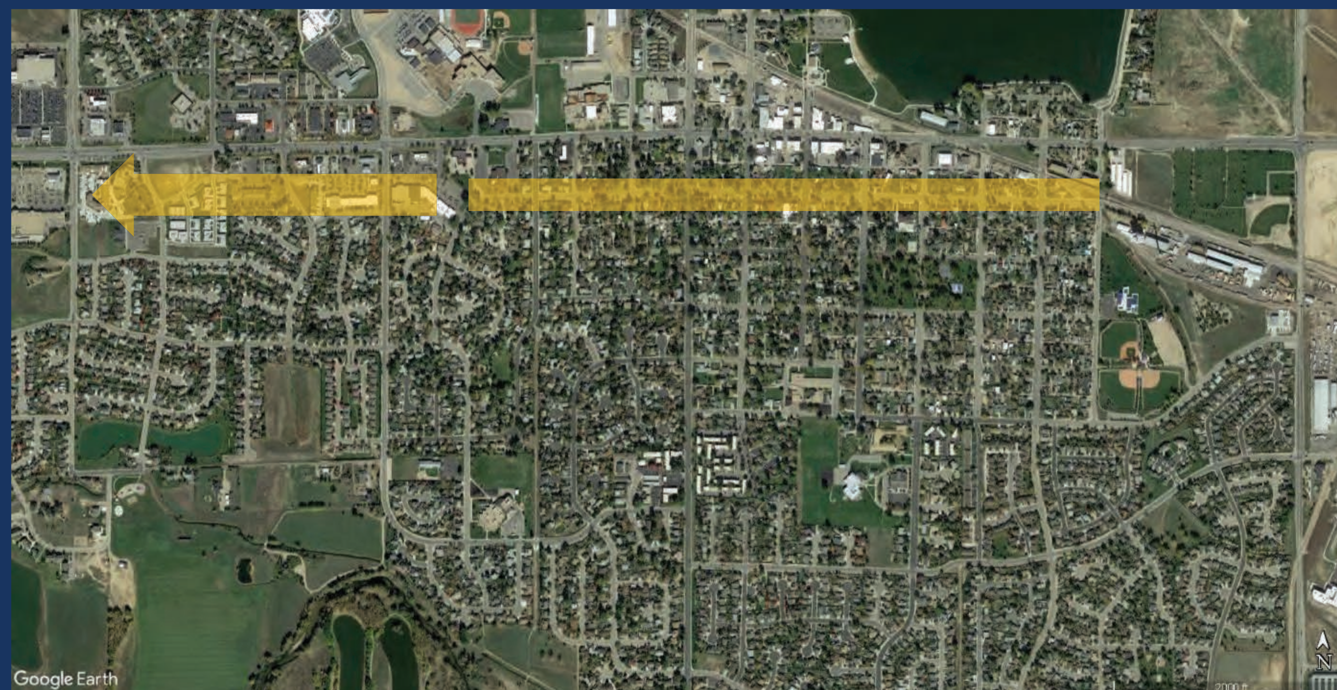
Project Description: A Walnut Street Bikeway project includes:

- a study to determine appropriate bicycle facility type
- Neighborhood greenway and routing west of 10th Street
- Signing and striping of on-street bicycle facility with appropriate crossing treatments to provide a low-stress east-west bicycle alternative to SH 392

Extents: Walnut Street from SH 257 to 15th

Planning-level Cost Phase I- Study and 100% Design: $75,000

Planning-level Cost Phase II- Construction: $550,000



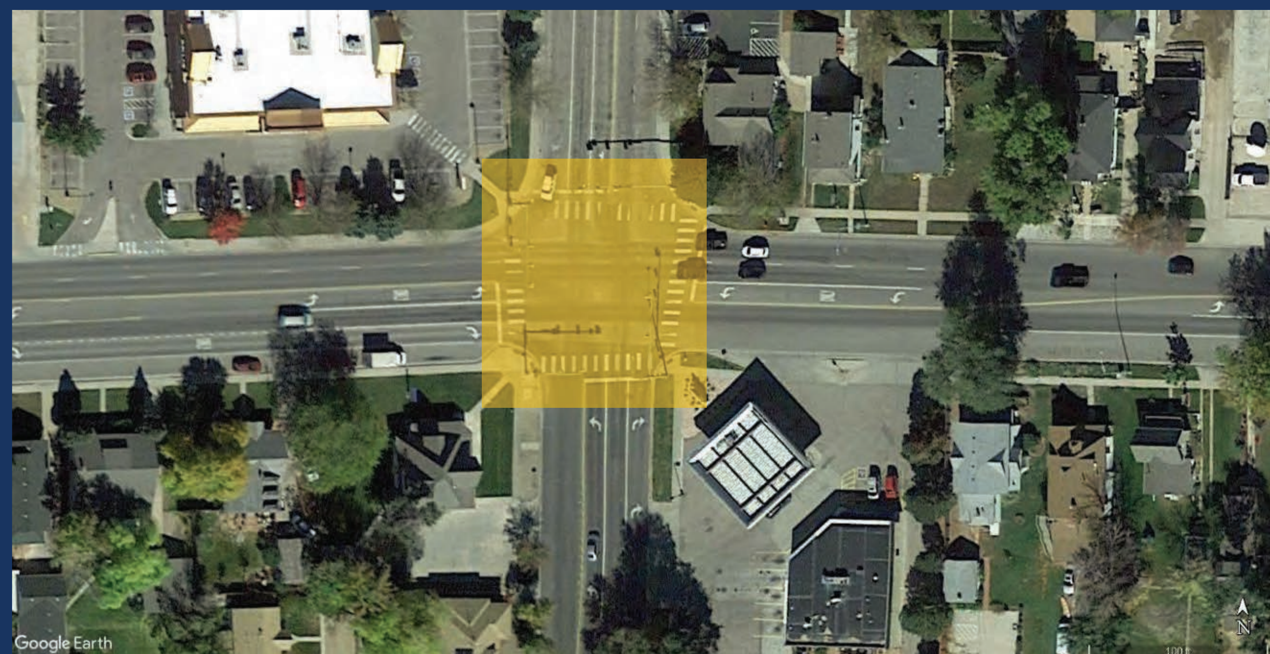
SH 392 AND 7TH STREET INTERSECTION MULTIMODAL SAFETY IMPROVEMENTS

Project Description: SH 392 and 7th Street intersection improvements based on national standards/guidelines (e.g. NACTO) to improve safety for all users

Extents: All legs of the intersection of SH 392 and 7th Street

Planning-level Cost: $325,000
Study/Design: $50,000

Construction: $275,000



7TH STREET: MULTIMODAL CORRIDOR IMPROVEMENTS

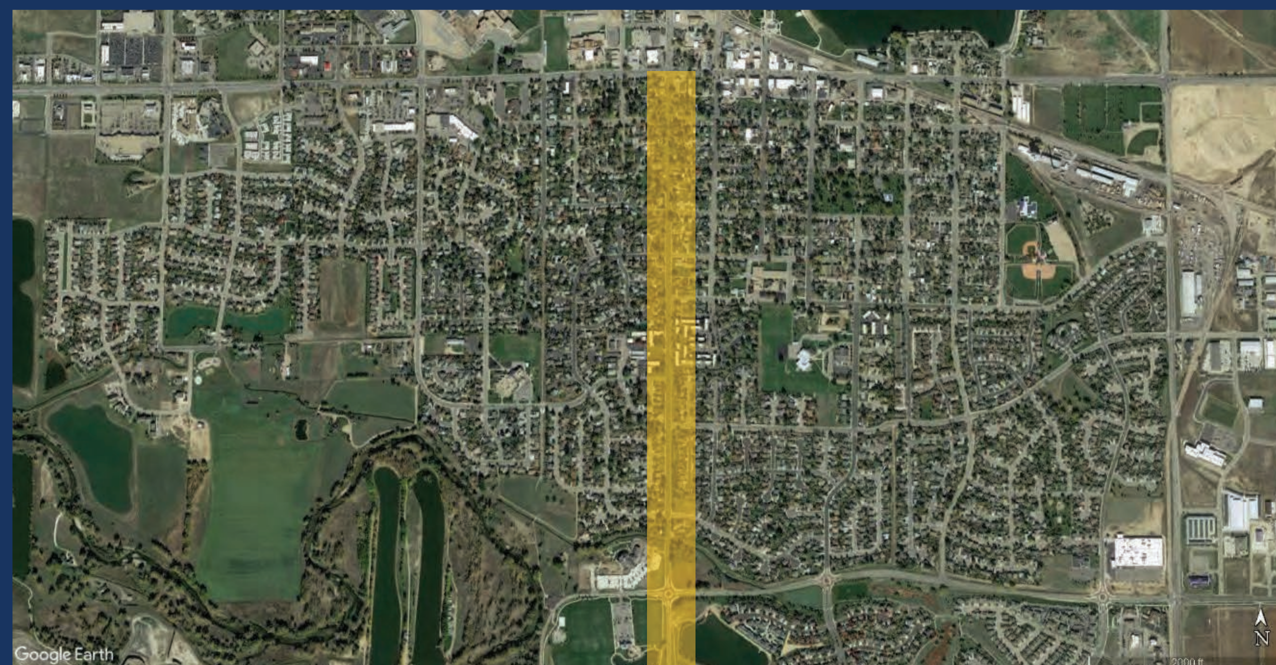
Project Description: 7th Street Improvements could include:

- pedestrian improvements such as landscaped bulbouts at Garden Drive and Stone Mountain Drive
- striped bike lane
- a connection to the Poudre River Trail
- safety enhancements for cyclists around the roundabout at Eastman Park Drive

Extents: From SH 392 to Poudre River Trail

Planning-level Cost Phase I- Study and 100% Design: $150,000

Planning-level Cost Phase II- Construction: $1,000,000



Police Department

Chief Rick Klimek

Remodel Current Police Department

- Remodel current patrol work area.
  - Reduce the size of the current center island and add work desks.
- Remodel current administrative area.
  - Redesign current working area to accommodate CSO’s work space.
    - Their present work area is needed for other uses.
- Recommend:
  - $50,000 for remodeling current spaces and equipment needs.

Terry Walker

CIF – Public Works Projects

RCI – Railroad Crossing Improvements

WF – Water Fund Projects

SF – Sewer Fund Projects

Capital Improvement Fund 2020 Projects

- Town Hall Remodel & Security Upgrades $500,000

Fleet Vehicle Requisitions

Replacements & Additions $1,100,000

Fleet Vehicle Requisitions

2020 REPLACEMENT VEHICLES						
Unit #	Year:	Make:	Model:	Dept:	Anticipated Cost:	Est. Sales Revenue
50	2013	Ford	Interceptor	Police	$ 60,000	$ 6,000
80	2011	Ford	Expedition	Police	$ 55,000	$ 5,000
20	1997	Sullair	compressor	Parks	$ 30,000	$ 2,000
22	2014	Bobcat	Toolcat	Parks	$ 55,000	$ 10,000
113	2014	Walker	Mower	Parks	$ 20,000	
9	2008	Ford	F-250	Parks	$ 35,000	$ 4,000
55	2008	Ford	E-150	Facilities	$ 45,000	$ 5,000
					$ 300,000	**$ 32,000**

Fleet Vehicle Requisitions

2020 REQUESTED FLEET ADDITIONS

Unit #	Year:	Make:	Model:	Dept:	Anticipated Cost:	Est. Sales Revenue
87	2020		Sweeper	Streets	$ 74,000	$ 35,000
	2020		Light Tower	Streets	$ 8,000	
	2020		Disc attach.	Streets	$ 5,000	
	2020		Seeder attach.	Streets	$ 20,000	
	2020		Claw attach.	Streets	$ 16,000	
	2020		70 sander/plow	Streets	$ 50,000	
	2020		Prewet tanks	Streets	$ 25,000	
	2020	Zmax	Fertilizer	Parks	$ 14,000	
	2020	BIG TEX	Dump Trailer	Parks	$ 9,000	
	2020	Bobcat	S650	Parks	$ 45,000	
142	2017	Carry-on	Eq. trailer	Parks	$ 5,000	$ 1,000
	2020		Electric Pool Vehicle	Town Hall	$ 36,000	
	2020		7 x Patrol units	PD	$ 448,000	
	2020		*Pickup*	*WWTP*	*$ 45,000*	
					$ 800,000	**$ 36,000**

Railroad Crossing Improvements 2020-2023

Railroad Improvements:

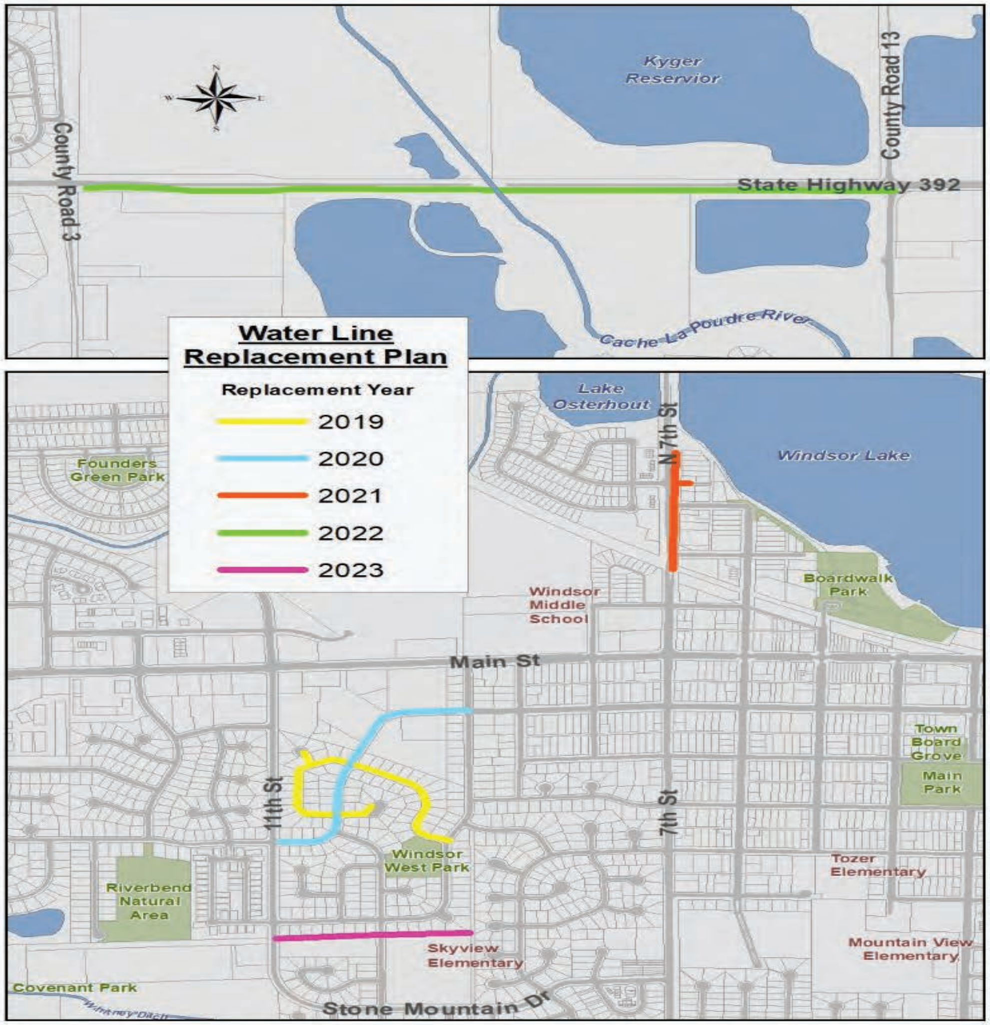
- 2020 Oklahoma Hill $80,000
- 2021 Eastman Park by MCC $50,000
- 2022 Crossroads & 257 $60,000
- 2023 CR15 & N. Hwy 34 $50,000

Water Fund 2020-2023 Projects

Water Line Replacements

▪ 2020 Walnut Street from 10th to 11th	$600,000
▪ 2021 7th Street from RR to Cedar Court	$400,000
▪ 2022 24” DIP from CR 3 to WCR 13	$1,000,000
▪ 2023 16” DIP from 11th St to 10th St drainage	$1,000,000

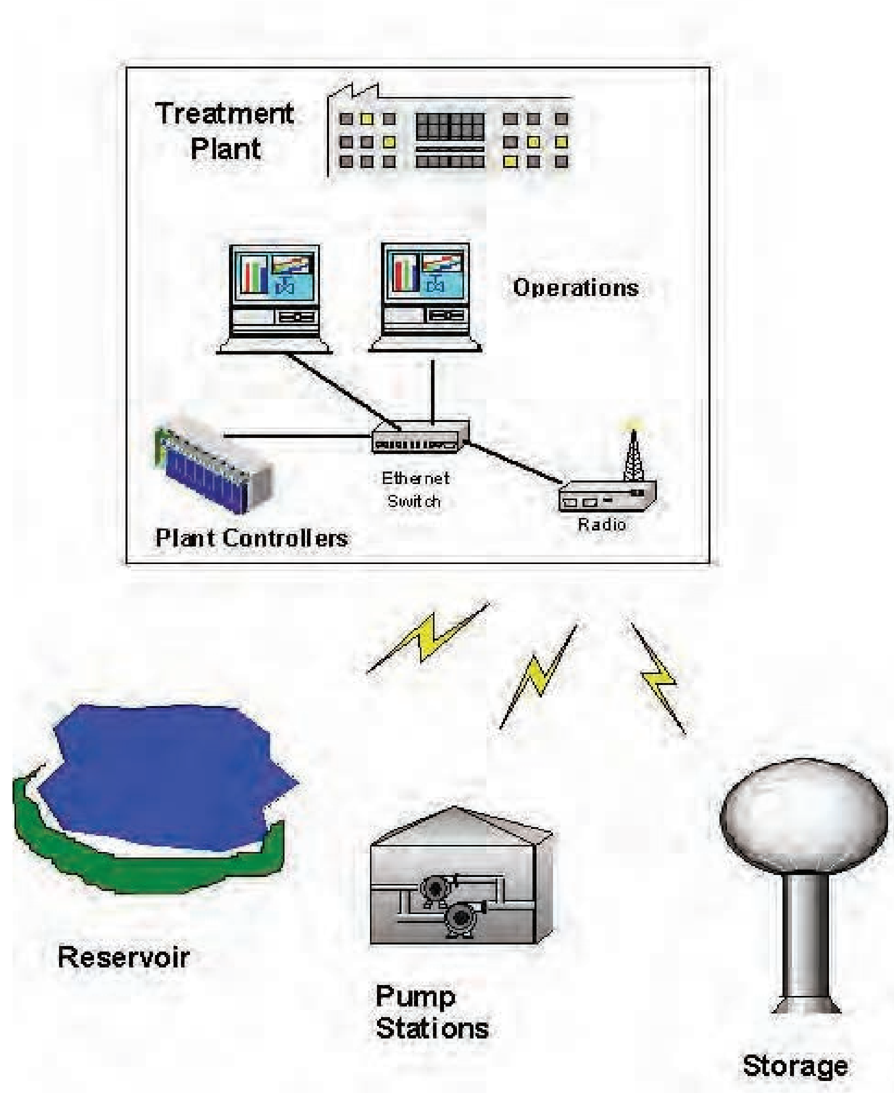
Water Line Rehab 2019-2023



SCADA

Upgrade SCADA Systems for Efficiency & Security

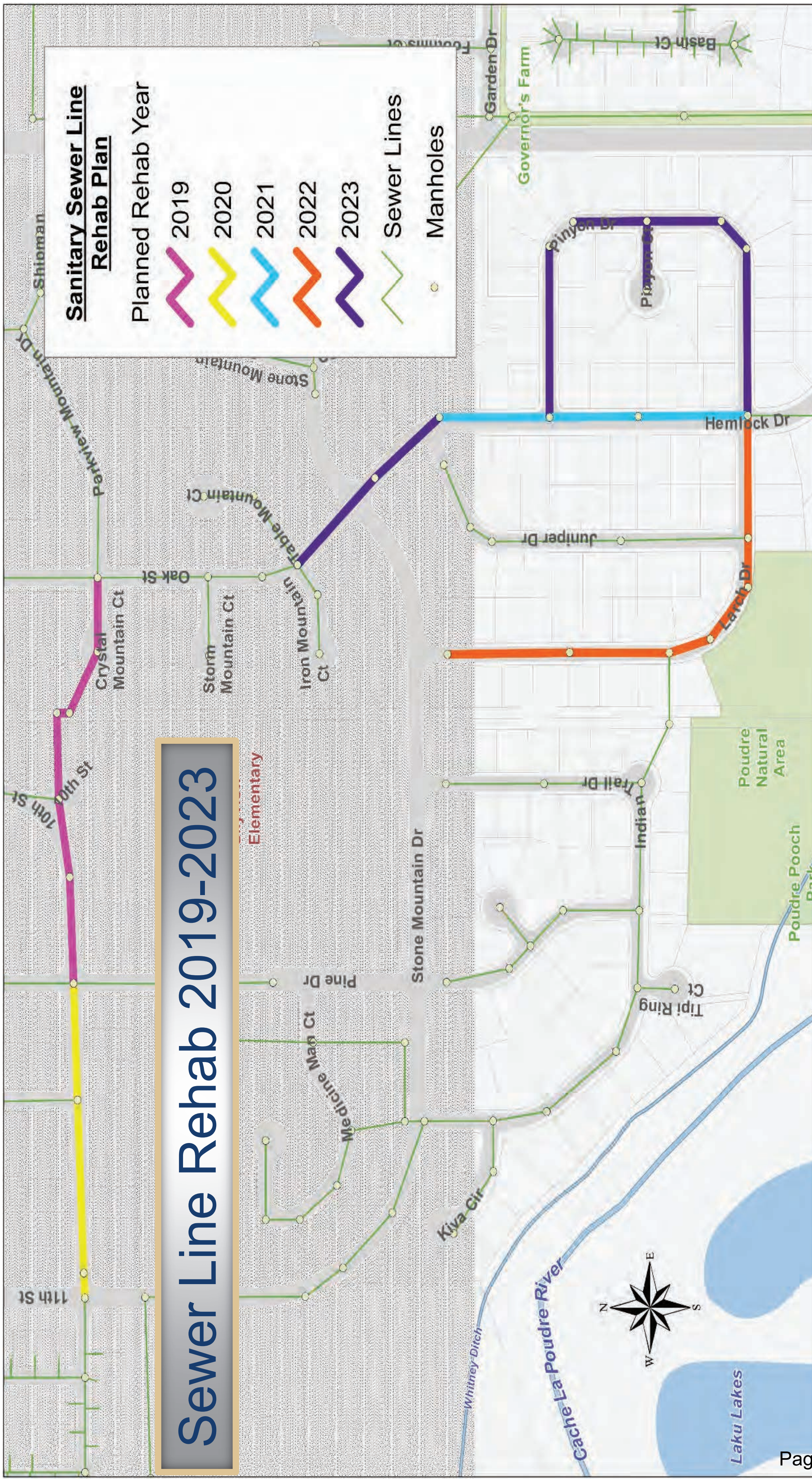
$55,000



Supervisory Control and Data Acquisition (SCADA) is a control system architecture that uses computers, networked data communications and graphical user interfaces for high-level process supervisory management, but uses other peripheral devices such as programmable logic controller (PLC) and discrete PID controllers to interface with the process plant or machinery.

Sewer Fund 2020 Projects

- Biosolids Handling Improvements
- Sewer Line Rehab $91,860
  - Larch Drive from Stone Mtn Dr. to Hemlock Dr.
- Manhole Rehab $40,000
  - 11 Manholes
  - Between Walnut St. and Oak St / 3rd St and Chimney Park Dr.



Sewer Line Rehab 2019-2023
Sanitary Sewer Line Rehab Plan
Planned Rehab Year
2019
2020
2021
2022
2023
Sewer Lines
Manholes
Hemlock Dr
Juniper Dr
Latch Dr
Pinyon Dr
Stone Mountain Dr
Parkview Mountain Dr
Table Mountain Ct
Oak St
Crystal Mountain Ct
Storm Mountain Ct
Iron Mountain Ct
10th St
11th St
Pine Dr
Medicine Man Ct
Kiya Cir
Trail Dr
Indian
Tipi Ring Ct
Garden Dr
Basin Ct
Governor's Farm
Poudre Natural Area
Poudre Pooch Park
Cache La Poudre River
Whitney Ditch
Laku Lakes
Elementary


Sanitary Sewer Manhole Rehab Plan
Manholes
Planned Rehabilitation Year
2019
2020
2021
2022
2023
Sewer Lines
Windsor Lake
Boardwalk Park
Main Park
Chimney Park
Windsor High School
Elementary
N Chimney Park Dr
Winter Leaf Dr
E Main St
Main St
Walnut St
E Walnut St
Chimney Park Dr
Elm St
Locust St
Oak St
Chestnut St
E Chestnut St
Lilac Dr
1st St
2nd St
3rd St
4th St
5th St
6th St
9th
10th St
N 5th St
N 6th St
N 7th St
Birch St
Ash St
W Ash St
Cottonwood Dr
Palisade Mountain Dr
Parkview Moun
Ct
Manhole Rehab 2019-2023

Dean Moyer

Finance Capital Requests
Major Capital Projects for 2020
Capital Summary
Small Equipment Needs
5-Year Capital Improvement Plan
Long-Term Community Projects
2019 Capital Projects Status

Finance Capital Requests for 2020

- Resource X Budgeting Software
  - Priority & Performance Based Program Budgeting – Software Tools & Implementation
  - $40,000 Initial Cost and $20,000 Annually Thereafter
- Upgrade Springbrook Suites to the Cloud
  - Allows for Critical Software Updates
  - Facilitates On-Line Customer Portal for Sales Tax Licensing & Payment
  - $8,000 One-Time Cost plus $26,790 Annual Maintenance Increase

Major Capital Projects for 2020

- Development Related (Street, Water & Sewer Oversizing) - $8.6M
- Phase 1 of Riverwalk and South Side Master Plan - $4M
- Streets Maintenance (Overlay, Paving etc.) - $2.7M
- Windsor Trail System - $1.1M
- Vehicle Aquisitions - $1.1M
- Sewer Plant Modifications – Phase 1 - Design - $900K

Capital Summary

Responsibilities by Department:

Engineering - $17,731,493

Parks & Recreation - $11,094,500

Public Works - $4,792,488

NISP - $2,425,000

Information Technology - $273,000

Planning - $250,000

Finance - $74,790

Police - $50,000

Total Outlay - $36,691,271
Total Revenue - $26,843,061
Use of Fund Balance - $9,848,210

Capital Summary

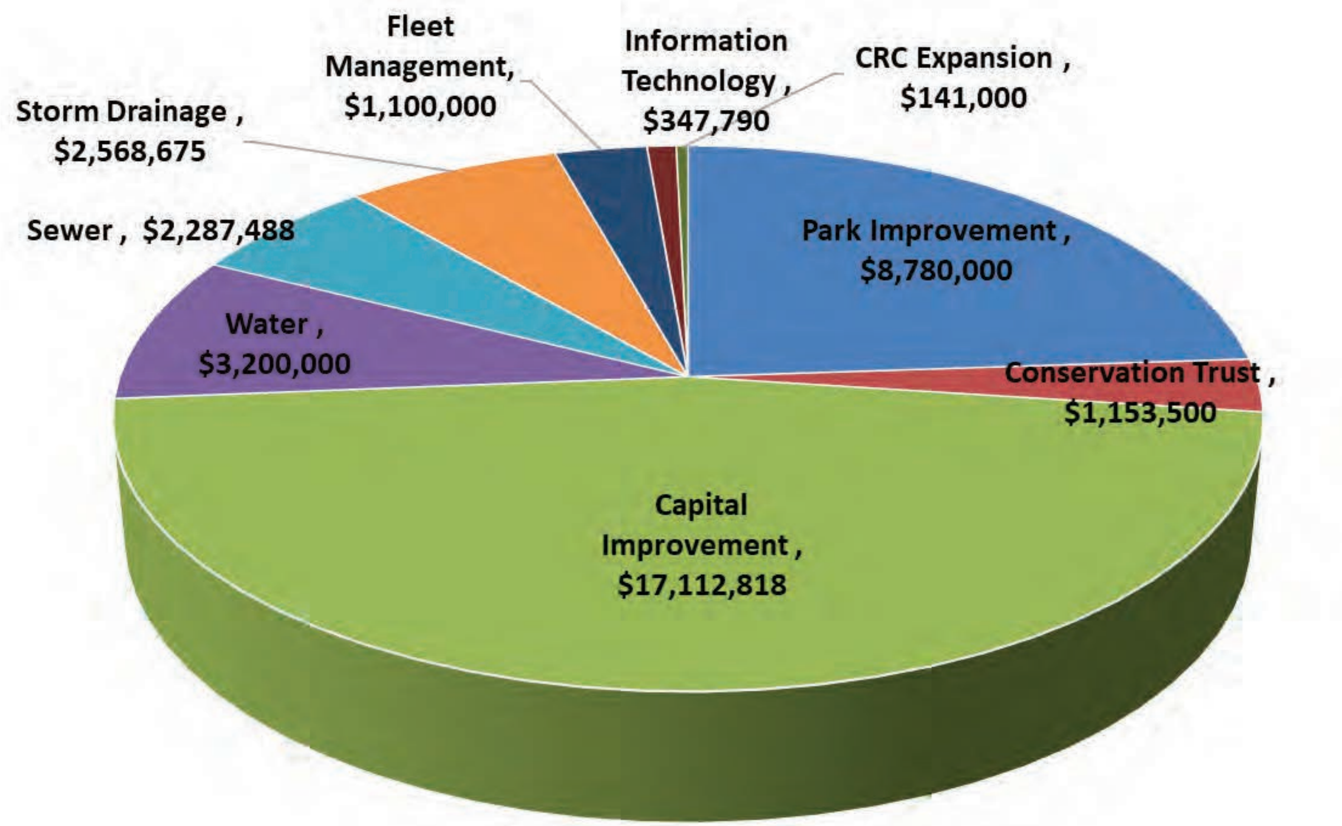
2020 Ending Fund Balance Status with Capital Expenditures

Fund	2020 Projected Fund Balance	2020 Projected Revenues	2020 Projected Operating Expenses	2020 Projected Capital Expenses	2020 Projected Ending Fund Balances
Park Improvement Fund	$ 12,252,015	$ 2,445,857	$ 30,583	$ 8,780,000	$ 5,887,289
Conservation Trust Fund	$ 1,155,814	$ 1,265,733	$ 1,113,000	$ 1,153,500	$ 155,047
Capital Improvement Fund	$ 12,427,998	$ 15,753,447	$ 1,733,294	$ 17,623,846	***$ 8,824,305***
Water Fund	$ 16,222,097	$ 10,463,139	$ 5,775,268	$ 3,214,500	$ 17,695,468
Sewer Fund	$ 13,686,965	$ 4,588,955	$ 2,542,266	$ 2,287,488	$ 13,446,166
Storm Drainage Fund	$ 3,940,130	$ 2,320,911	$ 512,493	$ 2,507,400	$ 3,241,148

Note: Per Town Reserve Policy, Capital Improvement Fund Minimum Balance should be $9,067,195

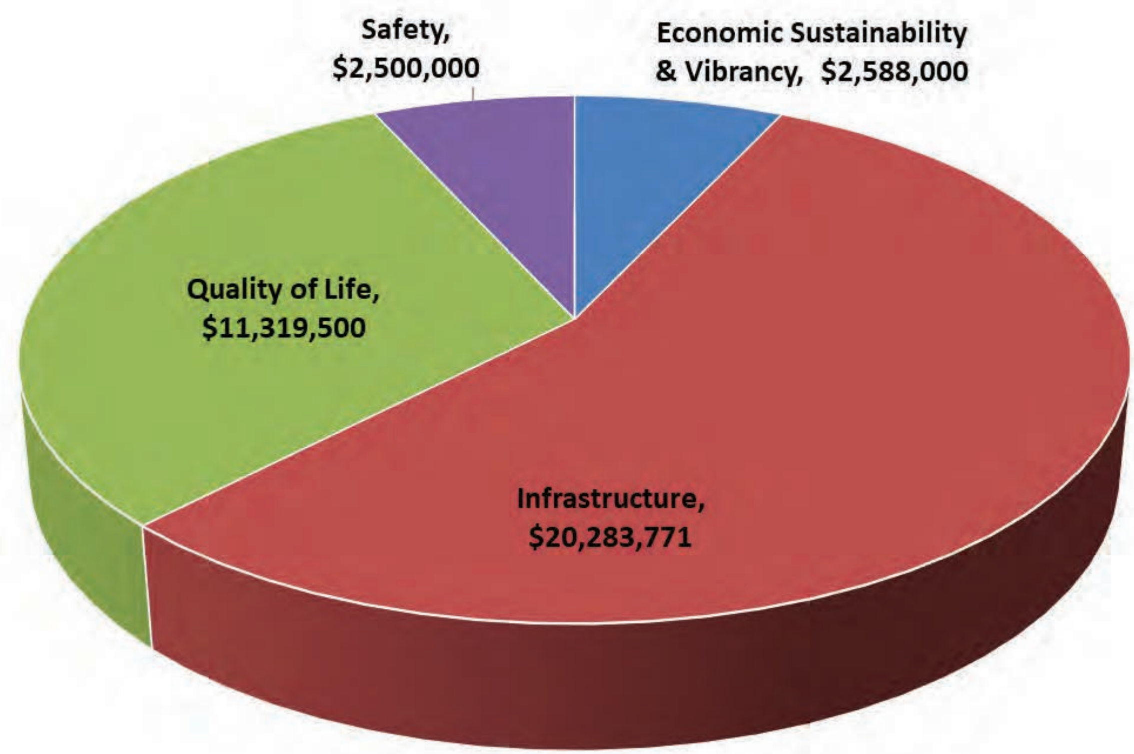
2020 Capital Improvement Plan

Project Totals by Fund



2020 Capital Improvement Plan

Project Alignments to Strategic Plan



5 -Year Capital Improvement Plan

2020-2024 Projects - $94,278,422

Park Improvement Fund $24,168,000

Conservation Trust Fund $2,496,391

Capital Improvement Fund $42,066,413

Water Fund $10,325,000

Sewer Fund $10,262,618

Storm Drainage Fund $4,674,000

CRC Expansion Fund $286,000

Long-Term Community Projects

Fund	Long-Term Community Capital Projects	LT Cost
Water	Northern Integrated Supply Project (NISP)	$ 100,000,000
Water	Regional Water Treatment Plant	$ 77,000,000
CRC Expansion	New Recreation Center	$ 35,000,000
Park Improvement	CP Tacincala Park	$ 16,200,000
Conservation Trust	Windsor Trail System	$ 12,000,000
Storm Drainage	Law Basin Master Plan Channel - Phase 1	$ 8,367,387
Capital Improvement	CP Chimney Park	$ 7,575,000
Capital Improvement	OS Acquisition	$ 6,000,000
Storm Drainage	Law Basin Master Plan Channel - Phase 3	$ 5,143,536
Capital Improvement	Town Hall Re-Model & Annex	$ 5,000,000
Storm Drainage	Law Basin Master Plan Channel - Phase 2	$ 4,468,660
Capital Improvement	Phase 1 of Riverwalk and South Side Master Plan	$ 4,000,000
Capital Improvement	CP Eastman Park	$ 3,000,000
Park Improvement	NP Wayne Miller	$ 2,800,000
Park Improvement	CP Boarwalk Park	$ 1,425,000
Park Improvement	OS Kyger	$ 1,410,000
Park Improvement	NP Fossil Creek	$ 1,100,000

Fund	Long-Term Community Capital Projects	LT Cost
Conservation Trust	OS Kodak Watchable Wildlife Area	$ 1,000,000
Capital Improvement	Cemetery Restoration / Improvements	$ 853,721
Water	Water Line Replacement	$ 600,000
Park Improvement	NP Highland Meadows Park	$ 550,000
Capital Improvement	Poudre River Diversion	$ 500,000
Park Improvement	NP Coyote Gulch Park	$ 415,000
Park Improvement	NP Aberdour Circle Park	$ 400,000
Water	Windsor Lake	$ 380,000
Park Improvement	NP Northern Lights Park	$ 360,000
Capital Improvement	NP Poudre Heights Park	$ 360,000
Capital Improvement	Art & Heritage Center Elevator	$ 355,000
Capital Improvement	NP Brunner Farm Park	$ 335,000
Park Improvement	NP Bison Ridge Park	$ 260,000
Conservation Trust	Poudre Trail	$ 250,000
Park Improvement	NP Founders Green Park	$ 200,000
Park Improvement	NP Covenant Park	$ 100,000
Park Improvement	NP Windsor Village Park	$ 60,000
Capital Improvement	NP Windsor West Park	$ 60,000

Small Equipment Requests

DEPARTMENT	DESCRIPTION	COST
Aquatics	Water Trikes, Paddle Boards, Furniture...	$ 55,521
Athletics	Skin In-Fields, Benches, Nets...	$ 69,500
Culture/Museums	Creamery Building & Office Supplies	$ 60,240
Facilities	Compactor, Controls Automation, Power Surge Elimination	$ 157,997
IT	Plotter & Scanner	$ 20,000
Police	Rifle Program, Gas Masks, Bike Equipment...	$ 98,850
Recreation	Archery Range & Pickleball Equipment	$ 24,100
Risk Management	AED Units	$ 4,320
Seniors	Dish Replacement	$ 2,000
Streets	Prewetting System & Dual Storage Tanks	$ 18,500
Water	Hydraulic Pump	$ 14,500

2019 Major Capital Projects Completed

- Village East Park Development
- New Liberty Roundabouts at 7th & WCR13
- Street Maintenance

  Overlays, sealcoating, crack sealing, concrete replacement
- Harmony Road Widening
- Harmony Road Traffic Signal

2019 Major Projects Anticipated to Roll Forward to 2020

- The Mill Incentive Project $1,840,000
- SH 257/Eastman Park Drive Intersection Improvements $1,600,000
- SH 392 Widening at LCR 5 $1,750,000
- Street Oversizing LCR5 @ Ptarmigan $1,800,000
- Parks Maintenance Facility $1,500,000
- Museum Collections/Storage/Exhibit Building $500,000
- Creamery Renovation $310,000
- WWTP Blower Replacement $500,000

Questions

Additional Items

What's Missing?

TOWN OF WINDSOR COLORADO

Thank You

TOWN OF WINDSOR COLORADO

MEMORANDUM

Date: September 16, 2019
To: Mayor and Town Board
Via: Shane Hale, Town Manager
From:
Re:
Item #: 2.

ATTACHMENTS:

- Future Meetings Agenda

FUTURE TOWN BOARD MEETINGS

September 23, 2019 5:30 p.m.	Town Board Work Session MS4 Follow-up Discussion Air Quality Monitoring Discussion
September 23, 2019 7:00 p.m.	Town Board Regular Meeting
September 30, 2019	Fifth Monday – No Meeting
October 7, 2019 5:30 p.m.	Town Board Work Session Budget Meeting – Overview, Human Resources/Benefits and Parks, Recreation and Culture
October 14, 2019 5:30 p.m.	Budget Meeting – Public Works, Facilities, Fleet, Planning, Legal, Engineering and Finance
October 14, 2019 7:00 p.m.	Town Board Regular Meeting
October 21, 2019 6:00 p.m.	Town Board Work Session Redistricting Presentation Downtown Development Authority Budget Presentation Windsor Housing Authority Discussion
October 28, 2019 5:30 p.m.	Town Board Work Session Budget Meeting – Police, Administrative Services, Economic Development
October 28, 2019 7:00 p.m.	Town Board Regular Meeting
November 4, 2019 6:00 p.m.	Town Board Work Session
November 11, 2019	~~Town Board Work Session~~ – Cancelled due to Veterans Day
November 18, 2019 6:00 p.m.	Town Board Work Session
November 25, 2019 6:00 p.m.	Town Board Work Session
November 25, 2019 7:00 p.m.	Town Board Regular Meeting

Additional Events

September 21, 2019	Coffee with the Mayor, Community Recreation Center, Windsor, CO 7:30-9:00 a.m. – attending: Melendez, Bennett, Rennemeyer, Sislowski
September 25, 2019	Joint Board Meeting, Severance, CO – attending: Melendez, Jones, Rennemeyer, Baker, Wilson
September 26, 2019	Dessert and Dish, The Grillhouse and Sand Bar at Pelican Lakes, Windsor, CO 7:00-9:00 p.m. – attending: Melendez, Baker, Wilson, Rennemeyer
October 3, 2019	CML District 2 Meeting, Pelican Lakes, Windsor, CO 4:00-7:00 p.m. – attending: Rennemeyer, Melendez, Jones Sislowski, Bennett, Wilson
October 19, 2019	Coffee with the Mayor, Safeway Starbucks, Windsor, CO 7:30-9:00 a.m. attending: Melendez; Sislowski, Rennemeyer, Wilson
November 16, 2019	Coffee with the Mayor, Coffee House 29, Windsor, CO 7:30-9:00 a.m. – attending: Melendez, Rennemeyer, Wilson
December 5, 2019	Transportation Master Plan Open House, WSFR Station No. 1, 4:00-7:00 p.m.
December 7, 2019	Transportation Master Plan Intercept Event in conjunction with Windsor Wonderland
December 21, 2019	Coffee with the Mayor, Senior Jalapeno, Windsor, CO 7:30-9:00 a.m. – attending: Melendez, Sislowski, Rennemeyer, Wilson

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
- Transportation Master Plan