



TOWN BOARD WORK SESSION

September 17, 2018 // 6:00 p.m. // First floor conference room
301 Walnut Street, Windsor, CO 80550

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

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

AGENDA

1. Broadband Follow-up – K. Houghteling
2. DDA Budget
3. Road Impact Fee Adjustment to Account for Construction Cost Inflation – S. Ballstadt
4. Future Meetings Agenda



MEMORANDUM

Date: September 17, 2018
To: Mayor and Town Board
Via: Shane Hale, Town Manager
From: Kelly Houghteling, Assistant to the Town Manager
Re: Broadband Update
Item #: WKS Item 1

Background / Discussion:

The broadband study began October 2017 and included several activities: a survey for residents and businesses on current broadband services and pricing, outreach meetings to key community stakeholders, meetings with the incumbent providers, and an assessment of best practices and levels of community investment.

At the June 25, 2018 work session, NEO Connect reviewed the initial findings of the Broadband Feasibility Study and on August 6, 2018 Town Board had the opportunity to discuss the various options for improving the availability, redundancy and affordability of broadband Internet services for residents and businesses. Our consultant reviewed the financial implications and considerations if the Town wanted to pursue a Gigabit broadband strategy.

Since our last work session, Town Board directed staff to come back with a broadband friendly ordinance and explore conducting a statistically valid survey with the City of Greeley. A summary of the key discussion items are listed below.

Broadband Friendly Ordinance

Staff reviewed several broadband friendly ordinances from other communities and drafted Attachment 1, "Open Trench/Dig Once Policy." The purpose of the ordinance is to minimize the impact of future excavation in right-of-way by coordinating with the Town's current Roadway Improvement Plan and allow for the installation of conduit when the trench is open. Also, when new streets are constructed, conduit shall be installed.

Internet Service Survey

The City of Greeley is interested in partnering with the Town of Windsor to conduct a statistically valid survey to determine the needs of the community and if residents would support the Town's effort to improve broadband services. The survey would be sent through the Town's utility billing system. Staff is in contact with a company who has conducted other broadband related surveys in the region.

Relationship to Strategic Plan:

Related to the following Strategic Plan priorities: Economic sustainability, infrastructure, quality of life and safety.

Recommendation:

Staff is seeking feedback on the Open Trench/ Dig Once Policy and whether to work with the City of Greeley on an Internet Service Survey.

Attachment:

1. Open Trench/Dig Once Policy

TOWN OF WINDSOR

ORDINANCE NO. 2018 -

AN ORDINANCE CREATING AND ADOPTING OF CHAPTER 11, ARTICLE 10 CREATING AN OPEN TRENCH/DIG ONCE POLICY AND RELATED REGULATIONS CONCERNING DISRUPTIONS AND INTERFERENCE WITH THE PUBLIC USE OF STREETS AND RIGHTS OF WAY IN THE TOWN OF WINDSOR, COLORADO

WHEREAS, the Town of Windsor (“Town”) is a Colorado home rule municipality, with all powers and authority vested under Colorado law; and

WHEREAS, obstructions and excavations in Town rights of way disrupt and interfere with public use of the Rights of Way; and

WHEREAS, significant public funds have been invested to acquire, build, maintain and repair the streets and landscaping within the Town, and Excavations in the Rights of Way reduce the useful life of the pavement infrastructure; and

WHEREAS, the Town desires to encourage persons who engage in construction activities or maintenance activities within the Town Rights of Way are performing such work in cooperation with the needs of the citizens of the Town, to minimize future excavations; and

WHEREAS, contractors excavating or otherwise working within the Town rights of Way pursuant to a lawfully issued permit are required to perform construction or maintenance operations within the parameters of Chapter 11, Article 2 of the *Windsor Municipal Code*; and

WHEREAS, the various public and commercial utilities, broadband and communications providers and similar entities which install, maintain, and operate Facilities under the Town’s Rights of Way are constrained, from time to time, to make excavation cuts which degrade the surfaces of these Rights of Way, thereby reducing their useful life; and

WHEREAS, demand for access to broadband services is growing, and in order to fill such demand, more broadband network infrastructure is being installed in Rights of Way; and

WHEREAS, the Town Board has considered the above, finds it is necessary to protect the health, safety and welfare of the Town.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN BOARD OF THE TOWN OF WINDSOR, COLORADO, AS FOLLOWS:

Section 1. Chapter 11, Article 10, is hereby created and reads as follows:

ARTICLE 10. Rights of Way Excavation Rules and Procedures

Sec. 11-10-10. Purpose and Objectives.

Rights of Way are used for a variety of infrastructure and utilities to provide public services, advance the Town's goals of increasing opportunities for access to traffic control, communication, and broadband services, limit the frequency of street closures and cutting of public streets, and reduce road degradation caused by repeated boring and trenching of public rights of way. This Article 10 applies to all excavations under Article 2 of this Chapter 11.

Sec. 11-10-20. Definitions.

"*Applicant*" means an owner or duly authorized agent of such owner, who has submitted an application for a Permit to Excavate in the Rights of Way.

"*Conduit*" means a single enclosed raceway for cables, fiber optics or other wires, or a pipe or canal used to convey fluids or gases.

"*Department*" means the Department of Engineering.

"*Developer*" means the person, partnership, corporation, or other legal entity who is improving property within the Town and who is legally responsible to the Town for the construction of improvements within a subdivision or as a condition of a building permit or other land use or development authorization.

"*Director*" means the Director of Engineering of the Town or his/her authorized representative.

"*Emergency*" means any event which may threaten public health or safety, or that results in an interruption in the provision of services, including, but not limited to, damaged or leaking water or gas conduit systems, damaged, plugged, or leaking sewer or storm drain conduit systems, damaged electrical and communications facilities, and advanced notice of needed repairs is impracticable under the circumstances.

"*Excavate*" or "*Excavation*" means any Work in the surface or subsurface of the Rights of Way, including, but not limited to opening the Rights of Way; installing, servicing, repairing or modifying any Facility(ies) in or under the surface or subsurface of the Rights of Way, and restoring the surface and subsurface of the Rights of Way.

“Facilities” means, including, without limitation, any pipes, conduits, wires, cables, amplifiers, transformers, fiber optic lines, antennae, poles, ducts, fixtures and appurtenances and other like equipment used in connection with transmitting, receiving, distributing, offering, and providing broadband, utility and other services.

“Landscaping” means materials, including without limitation, grass, ground cover, shrubs, vines, hedges, or trees and non-living natural materials commonly used in landscape development, as well as attendant irrigation systems.

“Major Work” means any reasonably foreseeable Excavation that will affect the Rights of Way for more than five (5) consecutive calendar days.

“Owner” means any Person, including the Town, who owns any Facilities that are or are proposed to be installed or maintained in the Rights of Way.

“Permit” means any authorization for use of the Rights of Way granted in accordance with the terms of this ordinance, and other applicable laws and policies of the Town.

“Permittee” means the holder of a valid Permit issued pursuant to this Chapter and other applicable provisions of applicable law for Excavation in the Rights of Way.

“Person” means any person, firm, partnership, special, metropolitan, or general district, association, corporation, company, or organization of any kind.

“Private entity” means any entity that is not a unit of government, including but not limited to a corporation, partnership, company, nonprofit organization or other legal entity or a natural person.

“Public entity” means the state, any agency, department, or political subdivision of the state or unit of local government, any quasi-governmental entity, or any other entity created by or pursuant to the constitution or laws of the state that is authorized under state law to issue bonds.

“Rights of Way” means any public street, road, way, place, alley, sidewalk or easement, that is owned, held or otherwise dedicated to the Town for public use.

“Utility Easements” means any established easement in the front, back or side lot lines in any subdivision for the purposes of placing utilities. In older areas, where there are no lot line easements, the utility easement shall be within the parkway (area between the street and sidewalk) if available, or use of the alleyways shall be allowed.

“Work” means any labor performed on, or any use or storage of equipment or materials, including but not limited to, construction of streets and all related appurtenances, fixtures, improvements, sidewalks, driveway openings, street lights, and traffic signal devices. It shall also mean construction, maintenance, and repair of all underground

structures such as pipes, conduit, ducts, tunnels, manholes, vaults, buried cable, wire, or any other similar Facilities located below surface, and installation of overhead poles used for any purpose.

Sec. 11-10-30. Joint Planning and Construction; Coordination of Planned Excavations.

- A. Any Permittee owning, operating or installing facilities in Town Rights of Way, providing water, sewer, gas, electric, broadband, communication, video or other utility or utility-like services, shall provide the Town with a digital master plan of its existing facilities. A Permittee shall also submit to the Director, by the end of each year, a list and locations of any planned future excavation projects within the Town Rights of Way.
- B. The Director shall review the major excavation plan and identify conflicts and opportunities for coordination of Excavations. The Director shall notify affected Owners and Permittees of such conflicts and opportunities to the extent necessary to maximize coordination of Excavation. Each Applicant for a Permit shall coordinate, to the extent practicable, with each potentially affected Owner and Permittee to minimize disruption in the Rights of Way.
- C. The Town may disclose information contained in a Permittee's master excavation plan to any public or private entity planning on conducting Excavation activities in the Rights of Way only on a need-to-know basis in order to facilitate coordination among excavators and to avoid unnecessary Excavation in the Rights of Way. To the maximum extent permissible under the Colorado Open Records Act, as amended, the Town shall not otherwise disclose to the public any information contained in a master excavation plan submitted by a Permittee that is proprietary, trade secret or is otherwise protected from disclosure; provided, however that the Town shall have no duty to decline to disclose any information that the Permittee has not identified on its face as proprietary, trade secret or otherwise protected from disclosure. The Town shall notify a Permittee of any request for inspection of public records that calls for disclosure of any master excavation plan on which any information has been identified as proprietary, trade secret or otherwise protected from disclosure. The Town shall consult with its legal counsel regarding any such request and shall inform the affected Permittee either that the Town will refuse to disclose the protected information or, if there is no proper basis for such refusal, that the Town intends to disclose the requested information unless ordered otherwise by a court.
- D. The Director shall prepare a Roadway Improvement Plan showing the Rights of Way resurfacing planned by the Town. For purposes of this section, the Roadway Improvement Plan shall include a Landscaping or other Rights of Way improvement plan. The Roadway Improvement Plan shall be revised and updated on an annual basis. The Director shall make the Town's Roadway Improvement Plan available for the public.

- E. Prior to applying for a Permit, any Person planning to Excavate in the Town's Rights of Way shall review the Town's Roadway Improvement Plan on file with the Director and shall coordinate, to the extent practicable, with the utility and street Work shown on such plans to minimize damage to, and avoid undue disruption and interference with the public use of the Rights of Way.
- F. In performing location of Facilities in the Rights of Way in preparation for construction under a Permit, Permittee shall compile all information obtained regarding its or any other Facilities in the Rights of Way related to a particular Permit, and shall make that information available to the Town in a written and verified format acceptable to the Director. If the Permittee fails to provide the locate information requested by the Town, to include location and depth, the Town may obtain this information and charge the Permittee the actual costs for obtaining the information.

Sec. 11-10-40. Joint Excavation.

A. **Public Entity Excavators.** Whenever two or more public entity excavators propose Major Work in the same block within a three-year period, such Work shall be performed by one public entity excavator. The participants to the excavation shall pay their pro rata share of the Work, or as otherwise agreed to by the affected public entities. For purposes of this subsection, the public entity excavators shall be treated as a single Permit Applicant and shall submit one application.

B. **Private Entity Excavators.** Whenever two or more private entity excavators propose Major Work in the same block within a three-year period, such Work shall be performed by one private entity excavator. For purposes of this subsection, the private entity excavators shall be treated as a single Permit applicant and shall submit one application.

C. **Public Entity Excavator and Private Entity Excavator.** Whenever a public entity excavator(s) and a private entity excavator(s) propose Major Work in the same block within a three-year period, the Department shall condition Permits for such Work in a manner that maximizes coordination and minimizes the total period of construction.

D. **Excavations Not Identified on Major Excavation Plans.** When an Applicant seeks a Permit for an Excavation, and such Excavation has not been identified on a major excavation plan so as to allow the Town to coordinate joint Excavation as set forth in subsections A through C of this section, an Applicant may, in the discretion of the Director, be required to circulate a description of its proposed Excavation to the Permittees and other parties described in Section 11-10-40 D above, to determine whether any Persons have requirements for installing Facilities along the proposed route.

1. The Persons notified should be provided with the Applicant's proposed route plan, the target commencement date and the estimated completion date.

2. Within ten (10) working days after the notification required by this subsection, any interested Person must notify the Applicant of their requirements so that the Applicant may incorporate these requirements, where reasonable, in its Permit application. The Applicant should summarize the responses it receives from other Persons in its Application.

3. If the Applicant believes that it is not reasonably feasible to entertain the requests made by another Person(s) for conditions of joint Excavation, it should notify Town and the other Person(s) within ten (10) working days from the date of receiving the requirements from the other Person(s) and provide reasons why it is considered not reasonable to do so. The parties are expected to endeavor to resolve any technical or commercial concerns among themselves, and the Applicant shall report the results of these efforts together with its application for a Permit.

E. **Waiver of Joint Excavation Requirements.** Permit Applicants may seek a waiver of the joint Excavation requirements with respect to a particular Excavation.

1. Except in cases of Emergencies, within thirty (30) calendar days of receipt of a written request for a waiver, the Director, in his or her discretion, may grant a waiver to the joint Excavation requirements for good cause. In making his or her decision on the request for waiver, the Director shall consider the impact of the proposed Excavation on the neighborhood, the applicant's need to provide services to a property or area, facilitating the deployment of new technology and improved services, and the public health, safety, welfare, and convenience. The Director shall indicate in written or electronic communication the basis for granting any waiver pursuant to this subsection.

2. The Director may waive the requirements for joint Excavation in cases where Emergency conditions exist.

3. The Director may place additional conditions on any Permit(s) subject to a waiver, including, without limitation, the charging of additional fees. The Director's decision regarding waivers of the joint Excavation requirements shall be final.

Sec. 11-10-50. Construction of New Streets.

A. **Intent.** The intent of this section is to provide for the construction of infrastructure sufficient to allow broadband communications entities desiring to deploy Facilities in the future to do so by pulling the same through the conduit and appurtenances installed pursuant to this section and without Excavating within the Rights of Way and utilizing Utility Easements located outside the Right of Way. This section is not intended to require Owners of broadband Facilities to install additional ducts or conduit in existing Rights of Way; rather, it is intended to require those constructing public streets, including the Town and Developers, to provide and install such conduit and appurtenances as may be necessary to accommodate future broadband needs within the Utility Easements and Rights of Way without further Excavation.

B. Requirements—Adoption of Standards. Whenever any new public street is constructed, whether by the Town as a public works project or by a Developer or other private party in conjunction with development, the following shall be required:

1. In all new local streets serving or abutting residential development, a minimum of two 2" conduit with pull box every 1000' feet or less (and at every 90 degree turn) shall be installed by the party constructing the street.

2. In all new collector or arterial streets serving or abutting residential development, and in all new streets serving or abutting nonresidential development, a minimum of four 2" conduit with pull box every 1000' feet or less (and at every 90 degree turn) shall be installed by the party constructing the street; provided however that at the discretion of the Director, the number and size of the conduit and spacing of pull box may be modified to address the reasonably known plans and/or demand for broadband capacity in these locations.

3. In addition to installing conduit, the party constructing the street will be required to install such vaults and other appurtenances as may be necessary to accommodate installation and connection of broadband Facilities within the conduit.

4. All construction and installation shall be accomplished according to construction standards adopted by the Town. The construction standards shall be adopted with due consideration given to existing and anticipated technologies and consistent with industry standards.

5. All Facilities installed by Developers or other private parties pursuant to this section shall be conveyed and dedicated to the Town with the dedication and conveyance of the public street and/or Rights of Way.

6. All installation costs shall be the responsibility of the party constructing the public street.

C. Use by Broadband Service Providers and Network Owners. Whenever conduit installed or to be installed under this section is available or will become available within a newly constructed public streets or Rights of Way upon dedication, all broadband service providers or network owners thereafter locating Facilities within such street or Rights of Way shall be required to locate their communications lines within such conduit unless it can be demonstrated to the reasonable satisfaction of the Town that such location is not technologically feasible or reasonably practicable. Conduit capacity shall be allocated to broadband service providers or network owners on a first-come, first-served basis; provided, that the Town may reserve capacity within such conduits for its own use; and provided further, that the Director may adopt additional rules for conduit allocation in order to ensure that all broadband service providers and network owners have reasonable access to the Rights of Way and that no barriers to entry or competition result from the allocation of conduit space.

D. Fees. The Town reserves the right to charge reasonable fees for the use of conduit installed pursuant to this section, to the extent consistent with and as limited by federal and state laws. Any such fees shall be established by resolution or ordinance.

Introduced, passed on first reading, and ordered published this ____ day of _____, 2018.

TOWN OF WINDSOR, COLORADO

By _____
Kristie Melendez, Mayor

ATTEST:

Krystal Eucker
Town Clerk

Introduced, passed on second reading, and ordered published this ____ day of _____, 2018.

TOWN OF WINDSOR, COLORADO

By _____
Kristie Melendez, Mayor

ATTEST:

Krystal Eucker
Town Clerk



MEMORANDUM

Date: September 17, 2018
To: Mayor and Town Board
From: Scott Ballstadt, AICP, Director of Planning
Re: Modifications to the Road Impact Fee Schedule of Ordinance No. 2017-1541 Based Upon the Most Recent Two-year Average of the Colorado Construction Cost Index
Item #: WKS Item #3

Background / Discussion

Section 17-15-100(b) of the Municipal Code requires the Town to perform an annual review of the Road Impact Fee Table and make adjustments to account for inflation. Based on the most recent 2 year annual data calculations of Q2 Colorado Construction Cost Index (CCCI) figures published by the Colorado Department of Transportation (CDOT), the 2018 annual adjustment results in an increase of 10.13%.

The Town hired the consulting team of Duncan and Associates and Felsburg Holt & Ullevig to prepare a comprehensive Road Impact Fee Study and subsequently adopted Windsor's first road impact fees in 2001 with Ordinance No. 2001-1092. The purpose of the ordinance is to establish a system for the imposition of road impact fees within the Town to assure that new development contributes its proportionate share of the cost of providing, and benefits from the provision of, road capital improvements within the benefit area.

In 2016, the Town hired the same consulting team to prepare the Road Impact Fee Update and subsequently adopted Ordinance No. 2017-1541, which includes the following requirement to perform an annual review of the road impact fee schedule to make adjustments to account for inflation:

Section 17-15-100(b) states, "In each year during which a comprehensive update is not performed, the fee schedule shall be adjusted to account for construction cost inflation, pursuant to the provisions of this Section. The Road Impact Fee Administrator shall calculate adjustments to the road impact fee rates by multiplying them by a ratio, the numerator of which is the most recently available two-year moving average of the annual Colorado Construction Cost Index by the Colorado Department of Transportation, and the denominator of which is the same index for a period one (1) year earlier than the numerator. The adjusted fee schedule shall become effective upon and in accordance with the approval thereof by the Town Board. The Road Impact Fee Administrator shall make the adjusted impact fee schedule publicly available."

Proposed Road Impact Fee Table Updates:

The enclosed resolution addresses the 2018 annual review based on CCCI figures to account for inflation as required by Section 17-15-100(b) of the Municipal Code.

Using the latest available data from the attached CCCI Report, the below calculation compares the most recent CDOT 2 year annual data calculations (Q2 2017-2018) and the 2 year annual data calculations from the previous two year period (Q2 2016-2017).

Year	Quarter	Fischer Index (2016 Q2 = 1.00)	Change from Prior Year
2016	Q2	1.000000	n/a
2017	Q2	1.006000	0.60%
2018	Q2	1.203679	19.65%
2-Year Average	Q2		10.13%

Also enclosed is a table that compares current fees to fees that have been adjusted to reflect this 10.13% increase.

Conformance with Comprehensive Plan**Chapter 6 – Transportation & Mobility**

Goal – Develop a multi-modal transportation system that accommodates new and existing development, provides safe and efficient access for all ages and abilities, and promotes public health and quality of life.

Objectives -

1. Extend roadways as development occurs to enhance the connectivity for all users and increase the capacity and mobility of the transportation network.
8. Consider the use of impact fees for accelerated State Highway improvements.

Relationship to Strategic Plan

Thoughtful Framework and Supportive Infrastructure: Traffic and roadways

Recommendation

Direct staff to schedule a resolution regarding the annual review of the Road Impact Fee Table in order to make adjustments to account for inflation as required by Section 17-15-100(b) of the Municipal Code.

Attachments

Draft Resolution

Colorado Construction Cost Index Report – 2018 Second Quarter

Comparison Table – Current and Adjusted Fees

Town of Windsor Road Impact Fee History

TOWN OF WINDSOR

RESOLUTION NO. 2018-[[#]]

A RESOLUTION APPROVING MODIFICATIONS TO THE ROAD IMPACT FEE SCHEDULE PURSUANT TO SECTION 17-15-100(b) OF THE *WINDSOR MUNICIPAL CODE*

WHEREAS, Chapter 17, Article XV, of *Windsor Municipal Code* (“Road Impact Fee Ordinance”) establishes the purpose, intent and criteria for the assessment of road impact fees in the Town of Windsor; and

WHEREAS, Section 17-15-50(c) (1) of the Road Impact Fee Ordinance establishes the fee schedule for enumerated land uses; and

WHEREAS, Section 15-15-100 (b) of the Road Impact Fee Ordinance provides criteria for calculating annual adjustments to the fee schedule, based upon the most recently available two-year moving average of the annual Colorado Construction Cost Index published by the Colorado Department of Transportation; and

WHEREAS, the Road Impact Fee Administrator has determined that the most recently available statistics for the Colorado Construction Cost Index published by the Colorado Department of Transportation provides justification for an increase in roadway construction costs of ten and thirteen one-hundredths percent (10.13%).

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE TOWN BOARD OF THE TOWN OF WINDSOR, COLORADO, AS FOLLOWS:

The Town of Windsor hereby approves an increase of ten and thirteen one-hundredths percent (10.13%), to be applied to all road impart fees assessed in accordance with Chapter 17, Article XV of the *Windsor Municipal Code*, effective January 1, 2019.

Upon motion duly made, seconded and carried, the foregoing Resolution was adopted this 24th day of September, 2018.

TOWN OF WINDSOR

Kristie Melendez, Mayor

ATTEST:

Krystal Eucker, Town Clerk

STATE OF COLORADO



DEPARTMENT OF TRANSPORTATION
Division of Project Support
Contracts and Market Analysis Branch

COLORADO CONSTRUCTION COST INDEX REPORT Calendar Year 2018 Second Quarter

Prepared for
Joshua Laipply, Chief Engineer

Prepared by
Engineering Estimates and Market Analysis Unit
Contracts and Market Analysis Branch
Division of Project Support

CCI REPORT SUMMARY

2nd QUARTER ENDING June 30, 2018

Relative change from last quarter, quarterly data*	16.43%
Cumulative change from same quarter last year, quarterly data*	51.98%
Relative change from last year, annual data**	19.65%

* Calculations based on quarterly data may vary significantly due to strong seasonality in Colorado.

** Calculations derived from the most recent four consecutive quarters of data compared to the previous four consecutive quarters of data. For example, relative change for 2nd QUARTER ENDING June 30, 2017 is derived from July 1, 2016 to June 30, 2017 data compared to July 1, 2015 to June 30, 2016 data.

Summary for all Design-Bid-Build projects awarded between 4/1/2018 and 6/30/2018

Project Amount	Number of Projects	Number of Bidders	Biddable Items Total Amount	Average Number of Bidders
\$0.00 to \$999,999.99	7	26	\$1,994,977.36	3.71
\$1,000,000.00 to \$4,999,999.99	13	62	\$27,737,875.70	4.77
\$5,000,000.00 to \$19,999,999.99	3	11	\$17,273,182.77	3.67
\$20,000,000.00 or Greater	0	0	\$0.00	0.00
Total	23	99	\$47,006,035.83	4.30

Average number of bidders per project decreased to 4.30 this quarter from 4.36 the previous quarter.

Average cost per Design-Bid-Build project was \$2,043,740.69.

Colorado Construction Cost Index Tabulations: Quarterly Data

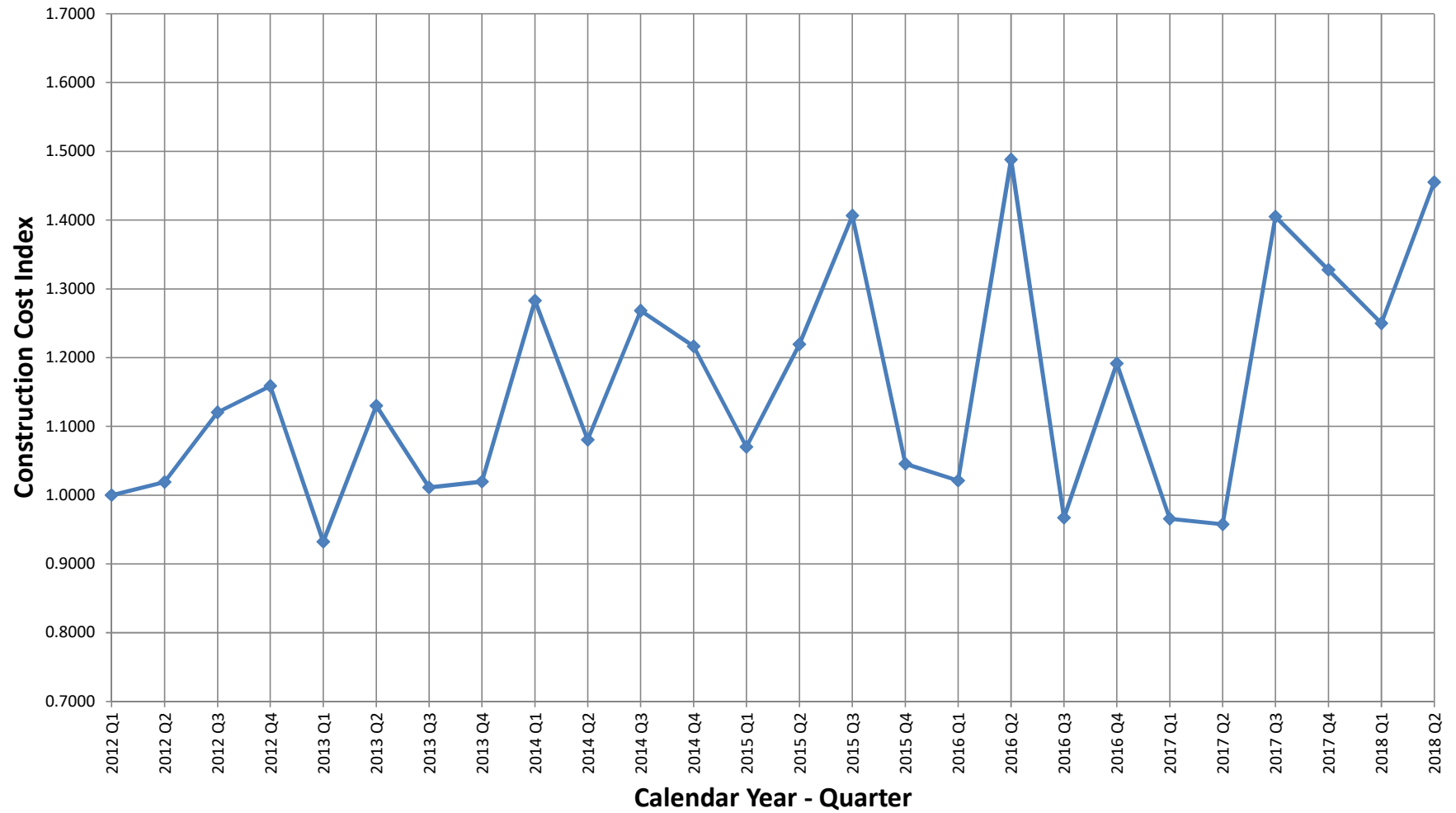
Year	Quarter	Earthwork		Hot Mix Asphalt		Concrete Pavement*		Structural Concrete		Reinforcing Steel		Fisher Ideal Index	
		Price (\$/CY)	Qty (CY)	Price (\$/TON)	Qty (TON)	Price (\$/SY)	Qty (SY)	Price (\$/CY)	Qty (CY)	Price (\$/LB)	Qty (LB)	Relative	Cumulative
2012	Q1	9.32	295,331.00	83.52	611,829.00	29.47	459,695.83	433.44	7,636.00	0.88	1,956,874.00		1.0000
2012	Q2	10.61	367,636.10	82.65	328,357.21	31.18	264,194.31	472.96	5,910.00	0.97	833,101.00	1.0190	1.0190
2012	Q3	11.92	212,117.00	90.76	59,799.23	34.76	107,643.81	487.93	2,388.20	1.04	485,586.00	1.0995	1.1204
2012	Q4	9.49	246,805.00	102.24	146,197.04	n/a**	n/a**	527.68	1,772.00	0.94	310,307.00	1.0344	1.1590
2013	Q1	8.08	659,125.00	76.07	393,759.56	31.81	549,580.81	487.00	9,019.00	0.87	1,929,721.00	0.8044	0.9323
2013	Q2	12.75	316,498.00	84.37	501,946.32	52.18	60,482.78	427.09	6,857.00	0.91	1,048,761.00	1.2121	1.1300
2013	Q3	8.72	419,967.00	85.00	147,064.84	35.57	170,833.67	372.83	9,917.00	0.77	2,350,291.00	0.8947	1.0111
2013	Q4	10.00	75,520.00	80.78	198,528.45	42.64	92,749.00	309.40	1,752.00	0.85	486,791.00	1.0086	1.0197
2014	Q1	20.16	99,605.00	92.28	433,692.17	76.84	57,552.78	476.21	3,265.00	0.98	629,246.00	1.2581	1.2830
2014	Q2	12.88	610,731.00	88.13	548,253.70	34.34	302,520.17	517.01	8,249.90	0.90	1,468,195.00	0.8421	1.0804
2014	Q3	13.30	708,794.00	100.07	102,680.99	52.39	147,911.17	592.26	16,294.30	1.01	2,949,114.00	1.1740	1.2684
2014	Q4	10.73	695,288.00	113.42	141,154.23	46.12	156,635.11	549.86	6,657.10	1.03	948,029.00	0.9591	1.2166
2015	Q1	16.60	301,494.80	83.80	736,968.84	34.36	311,378.67	744.81	1,994.30	1.66	368,665.00	0.8798	1.0703
2015	Q2	15.12	167,066.00	94.22	311,989.59	46.36	219,498.00	577.73	1,119.00	1.64	205,245.00	1.1391	1.2193
2015	Q3	20.32	40,649.00	98.61	89,024.05	75.70	12,880.78	739.20	706.90	1.33	86,854.00	1.1536	1.4065
2015	Q4	12.16	309,414.10	81.21	66,957.40	47.46	128,174.06	598.73	3,702.00	1.42	366,651.00	0.7434	1.0456
2016	Q1	12.27	939,477.00	84.03	1,078,315.35	39.18	243,518.78	617.10	6,507.71	1.02	1,627,487.00	0.9767	1.0213
2016	Q2	31.34	14,104.00	110.17	118,434.28	104.99	1,936.89	1,028.57	126.00	2.79	12,189.00	1.4571	1.4881
2016	Q3	10.66	503,305.00	83.55	286,987.61	52.59	275,462.06	606.80	1,952.80	0.94	331,788.70	0.6500	0.9672
2016	Q4	18.00	81,788.00	106.93	108,909.09	47.97	51,601.89	978.88	300.80	2.28	18,840.00	1.2318	1.1914
2017	Q1	24.99	110,497.40	82.20	480,758.14	36.08	60,069.44	1,138.99	67.00	2.17	26,054.00	0.8105	0.9657
2017	Q2	11.28	153,010.00	88.48	302,427.67	36.44	147,787.36	592.94	2,168.00	1.06	416,630.00	0.9916	0.9576
2017	Q3	27.34	51,552.00	115.01	19,675.64	97.88	2,088.89	629.83	2,292.00	1.15	346,069.00	1.4673	1.4051
2017	Q4	16.17	23,686.00	95.90	152,110.33	72.95	2,823.00	1,068.73	263.00	2.32	24,850.00	0.9449	1.3277
2018	Q1	13.97	163,772.00	90.91	302,427.23	92.58	7,834.00	862.30	1,167.00	1.39	206,568.00	0.9415	1.2500
2018	Q2	15.58	47,167.00	110.11	42,157.74	n/a**	n/a**	809.61	887.00	1.54	139,494.00	1.1643	1.4554

Weighted average prices and quantities are calculated after outliers (< 5% and > 95%) are removed in the preceding 7 years for a given quarter.

* Concrete Pavement is normalized to 9 inches thick.

** Assuming same price and quantity as previous quarter for index calculations, due to insufficient data of this sub group.

Colorado CCI - Quarterly Data, Cumulative Assuming 2012 Q1 = 1.0000



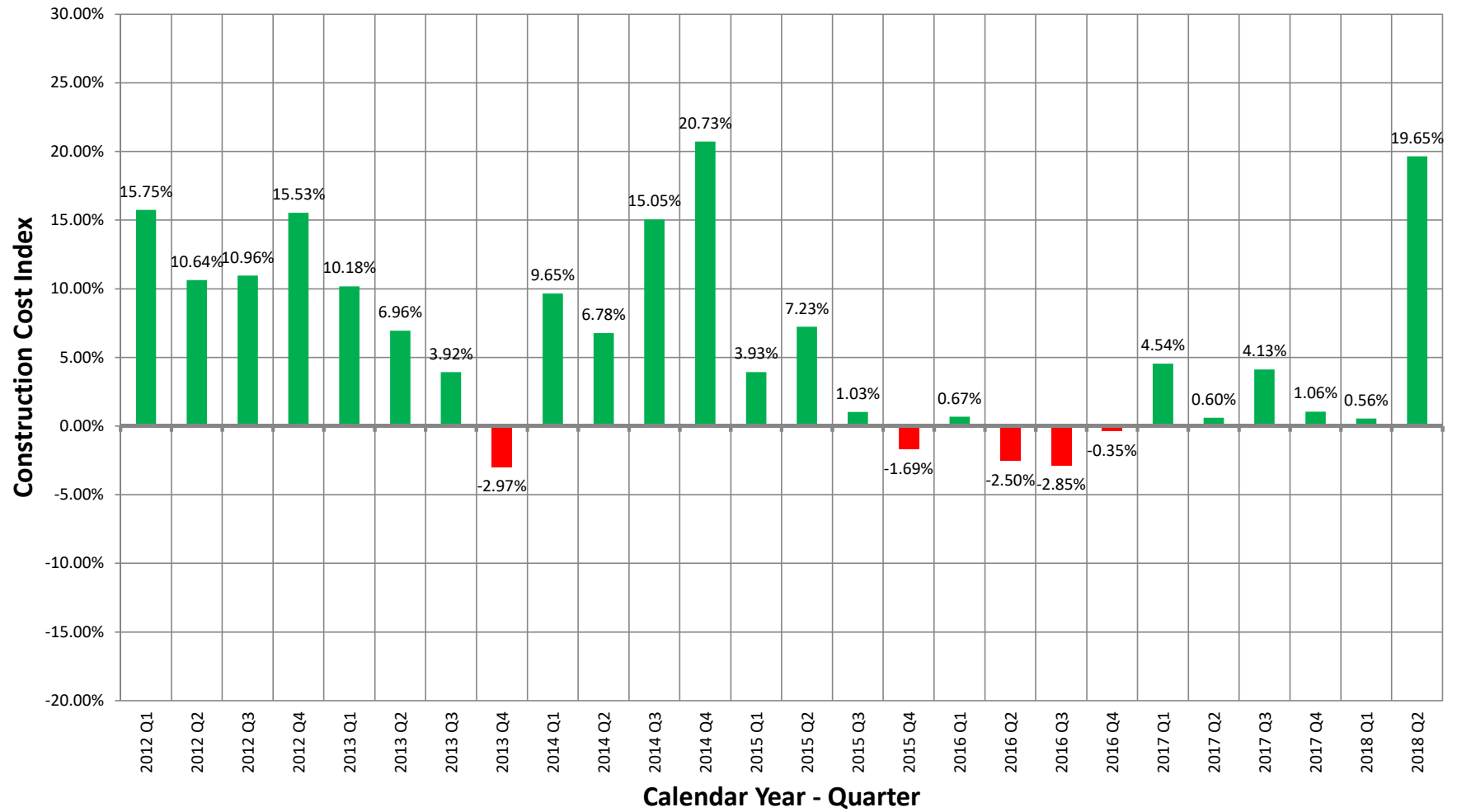
Colorado Construction Cost Index Tabulations: Annual Percentage Change

Year	Quarter	Earthwork		Hot Mix Asphalt		Concrete Pavement*		Structural Concrete		Reinforcing Steel		Fisher Ideal Index (Annual Change)			
		Price (\$/CY)	Qty (CY)	Price (\$/TON)	Qty (TON)	Price (\$/SY)	Qty (SY)	Price (\$/CY)	Qty (CY)	Price (\$/LB)	Qty (LB)	Q1	Q2	Q3	Q4
2012	Q1	7.48	3,751,697.00	74.46	2,382,261.64	34.23	900,143.46	422.36	73,783.53	0.85	13,569,678.00	15.75%	-	-	-
2012	Q2	8.23	1,880,505.10	80.96	1,363,144.44	30.16	816,743.88	443.62	23,011.23	0.90	4,772,701.00	-	10.64%	-	-
2012	Q3	8.48	1,846,077.10	81.66	1,287,260.97	31.05	843,073.00	452.94	22,476.20	0.91	4,787,809.00	-	-	10.96%	-
2012	Q4	10.27	1,121,889.10	86.04	1,146,182.48	31.16	939,177.75	463.41	17,706.20	0.93	3,585,868.00	-	-	-	15.53%
2013	Q1	9.49	1,485,683.10	83.47	928,113.04	32.27	1,029,062.73	486.55	19,089.20	0.92	3,558,715.00	10.18%	-	-	-
2013	Q2	9.92	1,434,545.00	84.12	1,101,702.15	34.07	825,351.20	470.21	20,036.20	0.91	3,774,375.00	-	6.96%	-	-
2013	Q3	9.36	1,642,395.00	83.90	1,188,967.76	34.28	888,541.07	433.64	27,565.00	0.84	5,639,080.00	-	-	3.92%	-
2013	Q4	9.37	1,471,110.00	81.24	1,241,299.17	35.11	873,646.26	419.69	27,545.00	0.84	5,815,564.00	-	-	-	-2.97%
2014	Q1	11.48	911,590.00	86.56	1,281,231.78	46.14	381,618.23	400.29	21,791.00	0.84	4,515,089.00	9.65%	-	-	-
2014	Q2	11.85	1,205,823.00	88.04	1,327,539.16	39.83	623,655.62	433.90	23,183.90	0.84	4,934,523.00	-	6.78%	-	-
2014	Q3	13.42	1,494,650.00	89.35	1,283,155.31	44.14	600,733.12	541.68	29,561.20	0.96	5,533,346.00	-	-	15.05%	-
2014	Q4	12.66	2,114,418.00	93.51	1,225,781.09	44.81	664,619.23	555.07	34,466.30	0.98	5,994,584.00	-	-	-	20.73%
2015	Q1	12.85	2,316,307.80	89.18	1,529,057.76	39.26	918,445.12	574.22	33,195.60	1.03	5,734,003.00	3.93%	-	-	-
2015	Q2	13.04	1,872,642.80	90.84	1,292,793.65	42.91	835,422.95	592.48	26,064.70	1.10	4,471,053.00	-	7.23%	-	-
2015	Q3	13.13	1,204,497.80	90.64	1,279,136.71	41.51	700,392.56	602.72	10,477.30	1.27	1,608,793.00	-	-	1.03%	-
2015	Q4	14.80	818,623.90	87.45	1,204,939.88	41.57	671,931.51	647.54	7,522.20	1.54	1,027,415.00	-	-	-	-1.69%
2016	Q1	12.80	1,456,606.10	86.80	1,546,286.39	44.32	604,071.62	614.96	12,035.61	1.15	2,286,237.00	0.67%	-	-	-
2016	Q2	12.70	1,303,644.10	87.14	1,352,731.08	43.47	386,510.51	623.45	11,042.61	1.11	2,093,181.00	-	-2.50%	-	-
2016	Q3	11.94	1,766,300.10	85.82	1,550,694.64	46.70	649,091.79	614.15	12,288.51	1.08	2,338,115.70	-	-	-2.85%	-
2016	Q4	12.22	1,538,674.00	87.45	1,592,646.33	46.65	572,519.62	632.92	8,887.31	1.03	1,990,304.70	-	-	-	-0.35%
2017	Q1	14.15	709,694.40	88.62	995,089.12	49.69	389,070.28	688.84	2,446.60	1.15	388,871.70	4.54%	-	-	-
2017	Q2	13.35	848,600.40	86.42	1,179,082.51	45.83	534,920.75	632.98	4,488.60	1.08	793,312.70	-	0.60%	-	-
2017	Q3	18.57	396,847.40	87.95	911,770.54	39.12	261,547.58	642.08	4,827.80	1.16	807,593.00	-	-	4.13%	-
2017	Q4	18.54	338,745.40	87.05	954,971.78	37.43	212,768.69	644.35	4,790.00	1.17	813,603.00	-	-	-	1.06%
2018	Q1	14.81	392,020.00	91.55	776,640.87	40.62	160,533.25	681.91	5,890.00	1.19	994,117.00	0.56%	-	-	-
2018	Q2	16.83	286,177.00	94.87	516,370.94	90.43	20,579.89	748.33	4,609.00	1.34	716,981.00	-	19.65%	-	-

Weighted average prices and quantities are calculated after outliers (< 5% and > 95%) are removed in the preceding 7 years for a given quarter.

* Concrete Pavement is normalized to 9 inches thick.

Colorado CCI - Annual Percentage Change



Calculations derived from the most recent four consecutive quarters of data compared to the previous four consecutive quarters of data.

Comments:

The methodology for preparing the CCI is documented in a brief report attached to the '2012 CCI Q2' report at the following link <http://www.coloradodot.info/business/eema>, under the 'Construction Cost Index' heading and '2012 CCI Q2' report.

Starting with 2016 Q3, this quarterly CCI report includes calculations based on annual data. The annual data calculations are less volatile than the quarterly data calculations, partially due to the strong seasonal nature of transportation construction in Colorado.

For the current quarter, price changes for the five sub groups, as shown in the 'Colorado Construction Cost Index Tabulations: Quarterly Data', are listed as follows:

Earthwork (Excavation and Embankment):

The average price was \$15.58/CY, which is up \$1.61/CY, with less than one-third times the quantity, from the previous quarter.

Hot Mix Asphalt:

The average price was \$110.11/TON, which is up \$19.20/TON, with more than one-eighth times the quantity, from the previous quarter.

Concrete Pavement:

There was insufficient data of this sub group this quarter to report any price change from the previous quarter.

Structural Concrete:

The average price was \$809.61/CY, which is down \$52.69/CY, with slightly more than three-fourths times the quantity, from the previous quarter.

Reinforcing Steel:

The average price was \$1.54/LB, which is up \$0.15/LB, with slightly more than two-thirds times the quantity, from the previous quarter.

ADDITIONAL INFORMATION:

This quarter, based on preceding quarter data, three sub groups, Earthwork, Hot Mix Asphalt, and Reinforcing Steel showed an increase in price, while one sub group, Structural Concrete, showed a decrease in price, and there was insufficient data for Concrete Pavement to report any price change. This quarter, 23 Design-Bid-Build projects for a total of \$47,006,035.83 were bid and awarded. The five categories for CCI items totaled \$7,035,067.16 which is 15.0% of total Design-Bid-Build awarded amount. By comparison, last quarter, 39 Design-Bid-Build projects were bid and awarded.

Projects Awarded this Quarter and Not Used in the CCI Calculations

Project Type	Number of Projects	Biddable Items Total Amount
Design-Build	1	\$248,287,287.00
Hybrid / Modified / Streamlined Design-Build	0	\$0.00
Construction Manager / General Contractor	0	\$0.00
Emergency	1	\$3,928,195.00
Sub Total	2	\$252,215,482.00

Sec. 17-15-50(c)(1) Road Impact Fee Table

Land Use Type	Unit	Fee/Unit (current)	Difference	Fee/Unit +10.13% adjustment
Single-family detached	Dwelling	\$3,838	\$389	\$4,227
Multi-family	Dwelling	\$2,436	\$247	\$2,683
Mobile Home Park	Site	\$1,156	\$117	\$1,273
Retail/Commercial	1,000 sq. ft.	\$5,076	\$514	\$5,590
Office	1,000 sq. ft.	\$4,674	\$473	\$5,147
Public/Institutional	1,000 sq. ft.	\$2,834	\$287	\$3,121
Industrial	1,000 sq. ft.	\$2,016	\$204	\$2,220
Warehouse	1,000 sq. ft.	\$1,879	\$190	\$2,069
Mini-Warehouse	1,000 sq. ft.	\$1,319	\$134	\$1,453
Oil and Gas Well	Wellhead	\$2,111	\$214	\$2,325

Town of Windsor Road Impact Fee History

Date	Resolution/ Ordinance	
9/24/01	Ord. 2001-1092	Established a road impact fee for first time
9/9/02	Res. 2002-47	Established an administrative fee for pre-development review of impact fee calculations
2/25/08	Res. 2008-17	Approving and Adopting the Road Impact Fee Update 2007, prepared by Duncan Associates in Association with Felsburg, Holt & Ullevig
2/25/08	Ord. 2008-1318	Repealed and readopted Article XV of Chapter 17 re-establishing road impact fees. This was the first 5-year update as required by the ordinance and, in addition to updating the fees, it also added language regarding annual adjustments to account for inflation based on the Colorado Construction Cost Index (CCCI) - which is why no annual adjustments occurred prior to 2008.
3/10/08	Res. 2008-21	Established a schedule for implementation of fee increases resulting from Ord. 2008-1318 as follows: fees that decreased were fully implemented on April 1, 2008; fees that increased were implemented 50% on November 1, 2008 and the remaining 50% was to be implemented on July 1, 2009.
6/22/09	Res. 2009-46	Further delayed the implementation of fee increases resulting from Ord. 2008-1318, delaying the remaining 50% fee increase from July 1, 2009 until January 1, 2010. This resolution also specified that the first annual modification based on CCCI shall take effect January 1, 2010 and subsequent modifications will become effective January 1 st of each successive year.
10/12/09	Ord. 2009-1356	Repealed and readopted portions of Chapter 17 concerning implementation of road impact fees. This ordinance amended the definitions of traffic generating development and modified the "look-back" period. The original "look-back" period considered the use of the property in the 12 months prior to the new traffic generating development. This was changed to consider the use of the property from the date when the road impact fee first took effect, or January 1, 2002.
12/14/09	Res. 2009-93	Decreased road impact fees by 12.3% based on CCCI effective 1/1/10
12/13/10	Res. 2010-69	Decreased road impact fees by 4.3% based on CCCI effective 12/14/10
6/13/11	Res. 2011-21	Authorized reimbursement to eligible developers for non-site related road capital improvements made to the Town's roads
10/24/11	Res. 2011-40	Proposed to increase road impact fees by 7.1% based on CCCI effective 1/1/12; item was tabled to a future work session (1/16/12)
1/16/12	work session	Consideration of whether road impact fees should be adjusted to reflect the 7.1% increase in roadway construction costs based on CCCI; and consideration of additional reimbursements to eligible developers
3/26/12	work session	Consultant Felsburg, Holt & Ullevig made a presentation to Town Board with an overview of Windsor's road impact fee history including a comparison of fees at the local, state and national levels
7/9/12 discussion 7/23/12 formal action	Res. 2012-51	On July 9 th the Town Board discussed and authorized reimbursement to eligible developers (Motion to approve the full retirement of the balances in the Road Impact Fee reimbursement queue, and, that to the extend the Road Impact Fee Trust Fund has insufficient balance to make that payment, authorize the Town to reach into the General Fund to make up the difference and also motioned that the Town make an early payment of the funds that were budgeted for 2012 and make a final payment to the Water Valley Metropolitan District #2; carried unanimously) and on July 23 rd the Town Board passed Res. 2012-51 ratifying such.
7/1/13	work session	Town Attorney presented information regarding road impact fees as they relate to heavy truck traffic (oil & gas)

[illegible]



FUTURE TOWN BOARD MEETINGS

September 24, 2018 5:30 p.m.	Town Board Work Session School District Update Organizational Structure
September 24, 2018 7:00 p.m.	Town Board Meeting
October 1, 2018 6:00 p.m.	Town Board Work Session Budget Meeting
October 8, 2018 5:30 p.m.	Board/Manager/Attorney Monthly Meeting Budget Meeting
October 8, 2018 7:00 p.m.	Town Board Regular Meeting
October 15, 2018 6:00 p.m.	Town Board Work Session Budget Meeting
October 22, 2018 6:00 p.m.	Town Board Work Session Budget Meeting
October 22, 2018 7:00 p.m.	Town Board Regular Meeting
October 29, 2018 6:00 p.m.	Town Board Work Session Tenative Budget Meeting
November 5, 2018 6:00 p.m.	Town Board Work Session Discuss Enforcement Options for Municipal Court- Kim Emil Crossroads Boulevard linkage to Highway 392
November 12, 2018	Town Hall Closed – Observance of Veterans Day
November 19, 2018 6:00 p.m.	Town Board Work Session
November 26, 2018 6:00 p.m.	Town Board Work Session
November 26, 2018 7:00 p.m.	Town Board Regular Meeting
December 3, 2018 6:00 p.m.	Town Board Work Session

December 10, 2018 5:30 p.m.	Board/Manager/Attorney Monthly Meeting
December 10, 2018 7:00 p.m.	Town Board Regular Meeting
December 17, 2018 6:00 p.m.	Town Board Work Session
December 24, 2018	Town Hall Closed at Noon – Christmas Eve

Additional Events

October 2, 2018	Joint Dinner with Weld County - Pelican Lakes Grillhouse
November 17, 2018	Civic Service Day @ CSU Football Game

Future Work Session Topics

- Sign Code Update meeting with Planning Commission (next code section in series) – Planning
- Residential buildout at 60,000 population
- Economic development/retail needs at 60,000 population
- Water needs at 60,000 population
- Transportation—20 year projection
- Contractor licensing