



TOWN BOARD WORK SESSION

October 24, 2022 - 5:30 PM

1st Floor Conference Room, 301 Walnut Street, Windsor, CO 80550

To view Town Board meeting broadcasts, visit
www.windsorgov.com/MeetingsOnDemand.

AGENDA

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

WORK SESSION AGENDA ITEMS

1. Downtown Development Authority Annual Budget Review - J. Olhava, Ayres Associates
2. Transportation Update - E. Bracke, Transportation Engineer
3. Future Meetings Agenda

The Town of Windsor will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (970) 674-2400 by noon on the Thursday prior to the meeting to make arrangements.



MEMORANDUM

Date: October 24, 2022
To: Mayor and Town Board
From:
Re: Downtown Development Authority Annual Budget Review - J. Olhava, Ayres Associates
Item #: 1.

Background / Discussion:

Financial Impact:

Relationship to Strategic Plan:

Recommendation:

CC:

Attachments:



MEMORANDUM

Date: October 24, 2022
To: Mayor and Town Board
From: Eric Bracke, Transportation Planner
Re: Transportation Update - E. Bracke, Transportation Engineer
Item #: 2.

Background / Discussion:

Update on the status of the Roadway Safety Program, Alternative Route Study, and Road Impact Fees

Financial Impact:

none at this time

Relationship to Strategic Plan:

Recommendation:

CC:

Attachments:

1. Town Board 10_24_2022_Rev.06.16.2022



Windsor Town Board

October 24, 2022

Transportation Update

Transportation Update

Agenda

- Safety Program and Analysis
- Downtown Alternative Route Study
- Road Impact Fees
- Questions



Windsor Roadway Safety Program



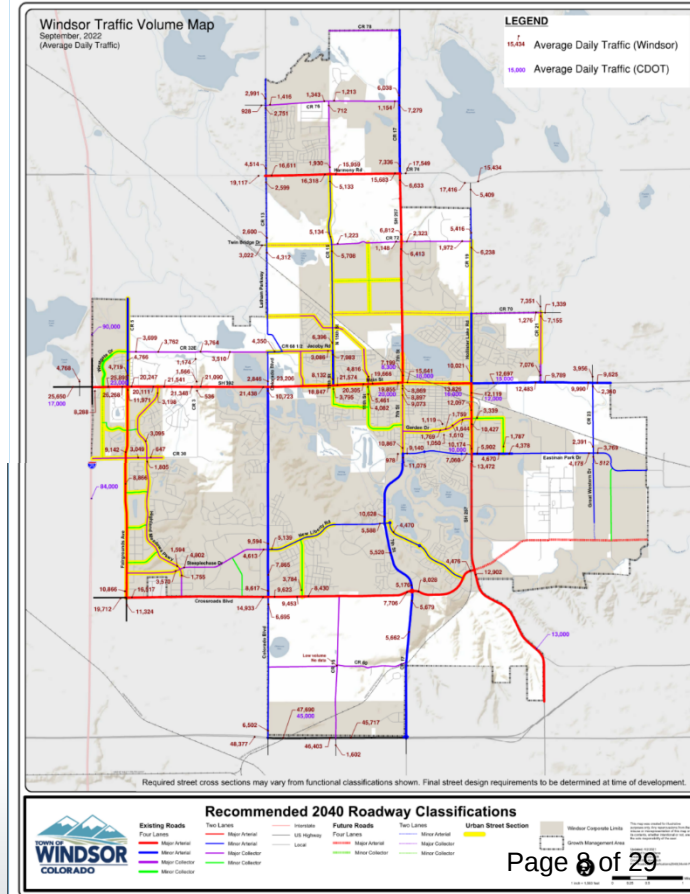
Roadway Safety Matters!

- Roadway crashes are not just abstract events
- Every crash is profoundly impactful on those involved, their families, and the community
- Safety can be improved through a data-driven, collaborative, comprehensive commitment.

Program Elements – Setting Up the System

Current, accurate data is critical

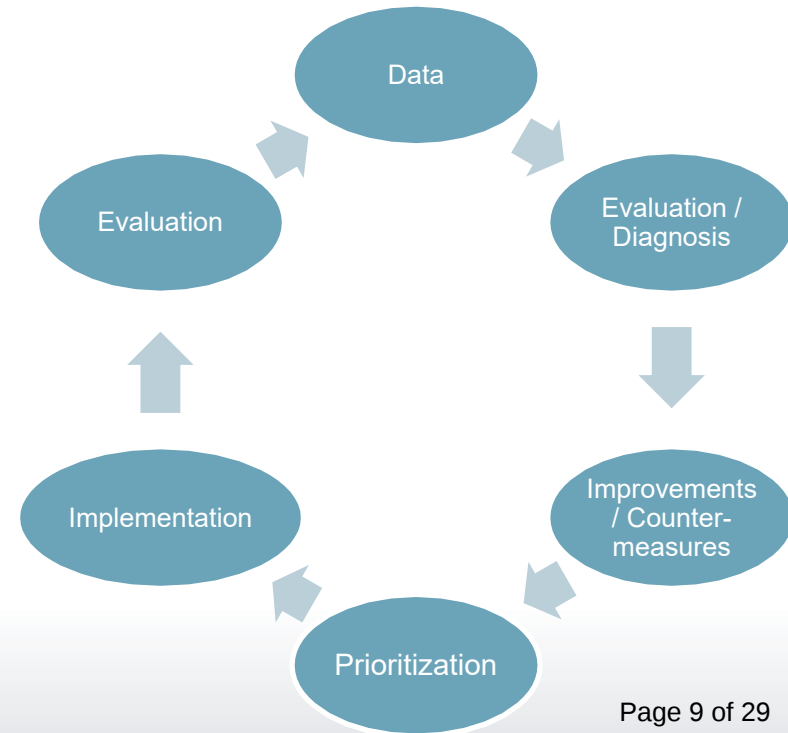
- Setting up a crash database
 - Ability to access current data
- Setting up crash analysis tools
 - To evaluate and compare intersections
 - Identify locations of concern / potential for improvement



Program Elements – Using the Information

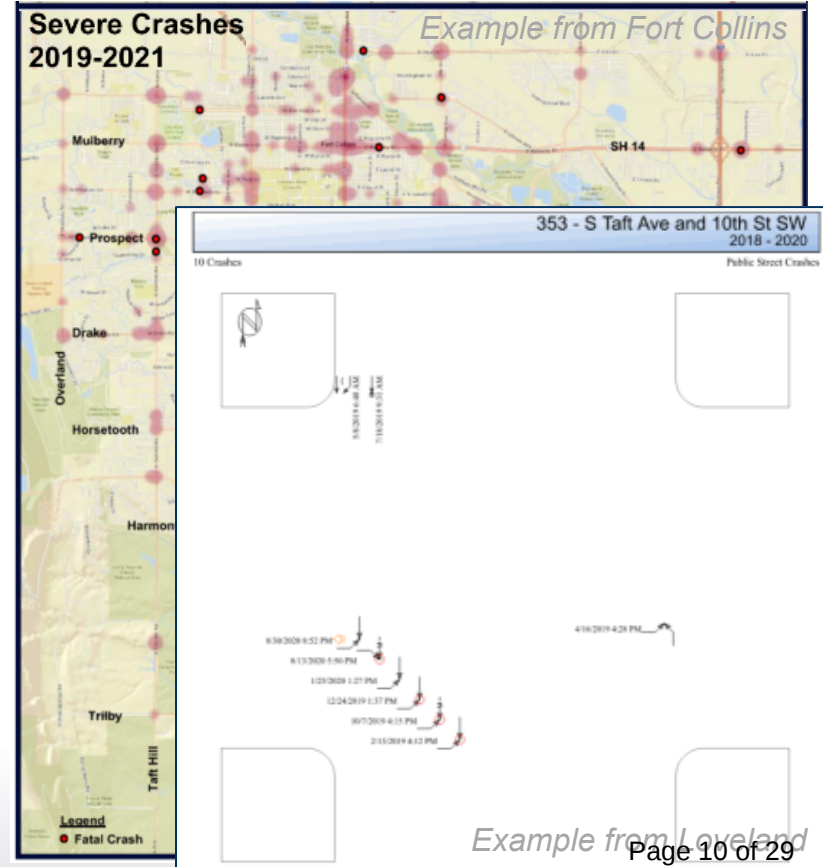
- Complete overall data evaluation (townwide trends)
- Develop an annual roadway safety report
- Set up the program for annual review, and ongoing safety improvement processes

Safety Improvement Process



“Crash Magic” Software

- Software specific for crash data
- Import data directly from police records
- Data management
- Pin and heat maps
- Collision diagrams





- Project Cost:
\$ 44,000



	October	November	December	January	February
Data Set Up, Evaluation					
Annual Report					
Setting Up Ongoing Processes					



Alternative Route Study



Alternative Route - Schedule

Town of Windsor - DOWNTOWN ALTERNATE ROUTE STUDY										
SCHEDULE										
Tasks	Jun '22	Jul '22	Aug '22	Sept '22	Oct '22					
TASK 1. Project Management										
Kick-off Meeting (in person)	K									
Progress Meetings		P		P					P	
Management Tasks										
TASK 2. Data Collection										
Task 2.1 - Collect Available Data										
Task 2.2 - Collect Additional Data										
Task 2.3 - Documentation										
TASK 3. Stakeholder Engagement										
Task 3.1 - Study Advisory Team		AT						AT		
Task 3.2 - Town Board meetings			TB					TB		TB
Task 3.3 - Website										
Task 3.4 - Public Involvement			PI					PI		
Task 3.5 - Documentation										
TASK 4. Downtown / Main Street Evaluation										
Task 4.1 - Forecasts										
Task 4.2 - Vehicular Operations										
Task 4.3 - Multimodal Operations										
Task 4.4 - Truck Operations										
Task 4.5 - Alternative Development and Prioritization										
Task 4.6 - Documentation										
TASK 5. Alternate Route Evaluation										
Task 5.1 - Compile Background Information										
Task 5.2 - Develop Alternate Routes										
Task 5.3 - Detailed Route Screening										
Task 5.4 - Conceptual Design (Preferred Route)										
Task 5.5 - Documentation										
TASK 6. Documentation and Approvals										
Task 6.1 - Develop Final report										
Task 6.2 - Planning Commission Approval										PC

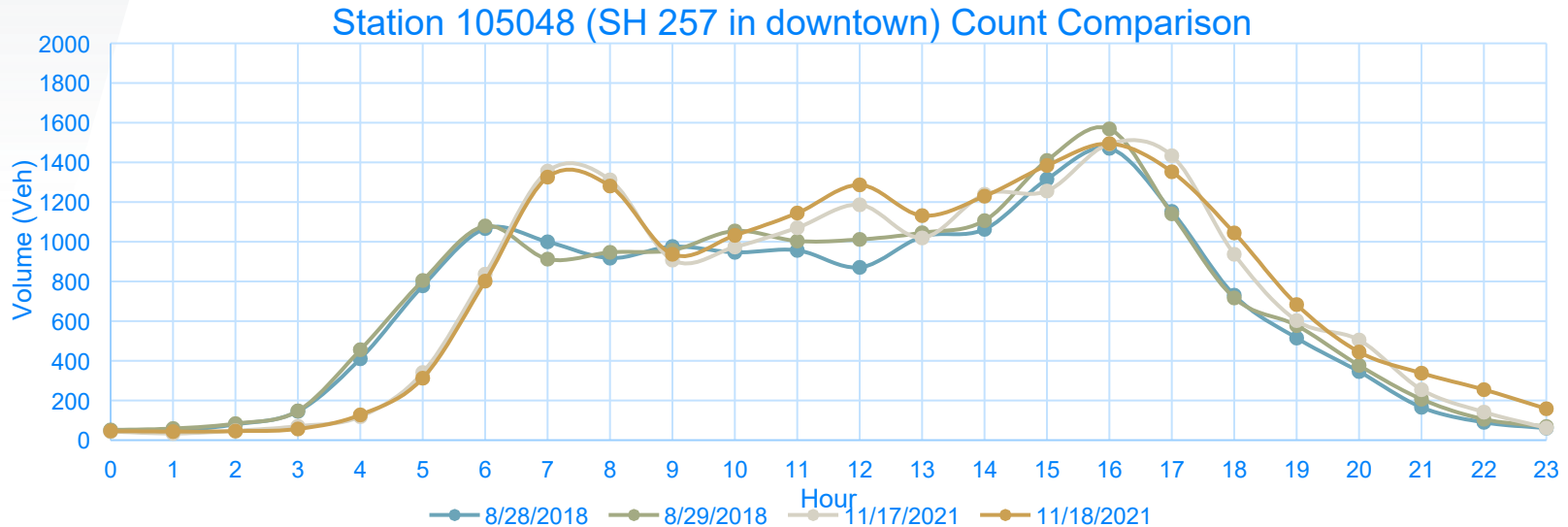
Moved forward to collect data during school times

Alternative Route Study

- **Available Data**
 - Historical data from CDOT for SH 257 and SH 392
 - 5 years of data (2017 through 2022)
 - Volume Observations
 - Morning peaks are typically lower than evening peaks
 - 2021 volumes have recovered from 2020 pandemic lows
 - August is the highest month; January is the lowest month
 - Other observations
 - Daily truck percentages in downtown range from 3-7%/year
 - Traffic growth in downtown ranges from 2- to 2½ %/year

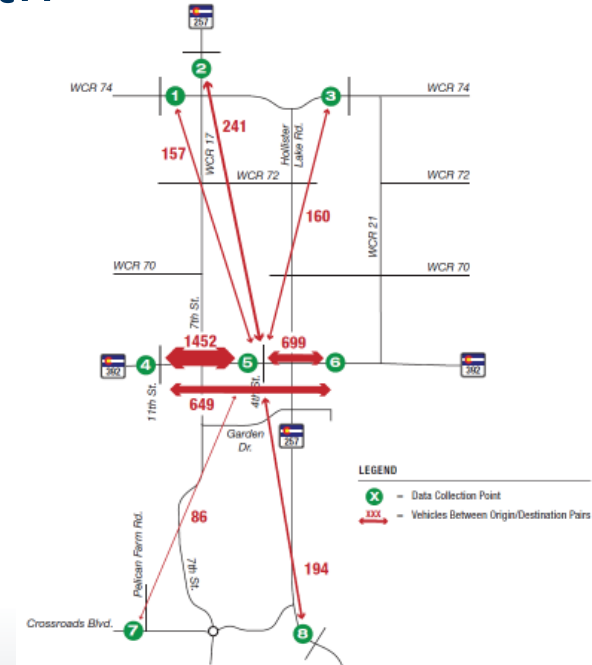
Alternative Route Study

- Example



Alternative Route Study

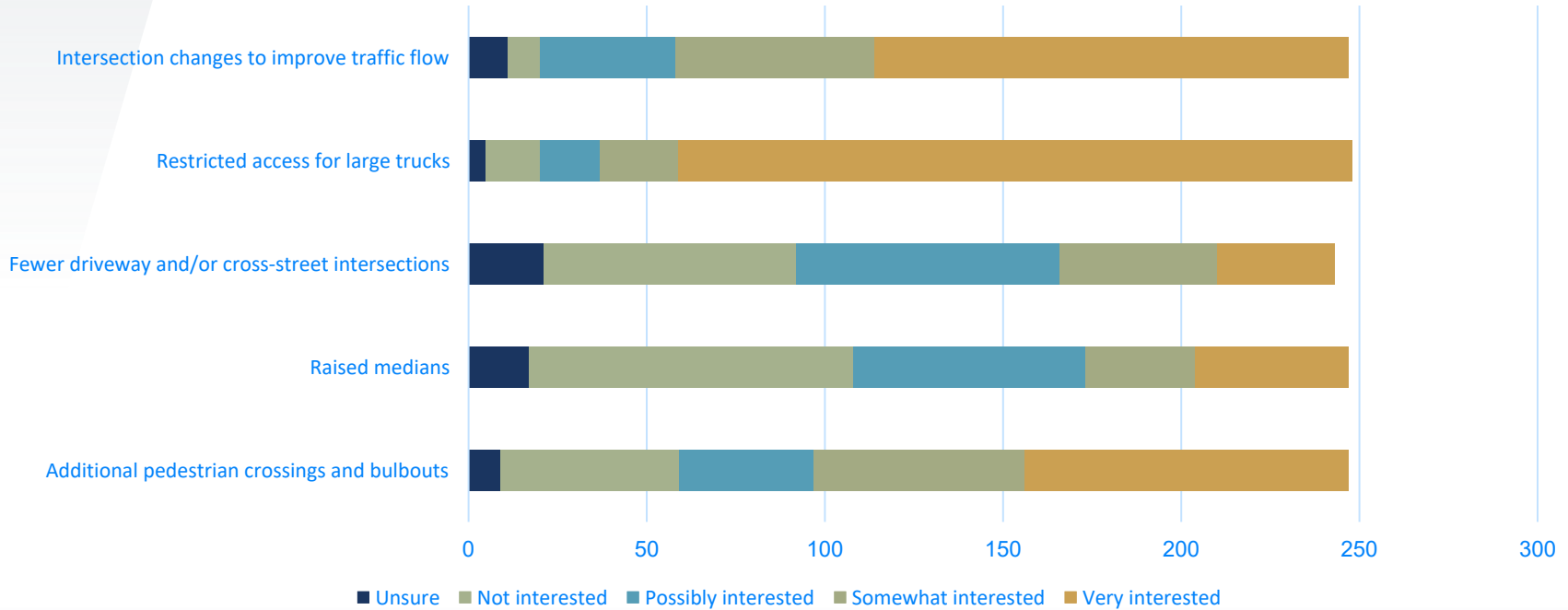
- Project Data Collection - Bluetooth
 - Data collected at 8 sites
 - Over 450,000 total data points
 - Filtered to account for duplicates
 - Multiple pings at same site
 - Multiple devices in one vehicle
 - About 3,700 data points passed two or more sites
 - *Data still being evaluated*



Public Outreach

- Public Pop-up event at Farmers Market (August)
- Online Public Survey (September)
- What we heard:
 - Most respondents (almost 90 percent) were Windsor residents
 - Respondents typically use Main Street to access downtown and regional connections
 - Almost 75% of respondents drive through the corridor multiple times per week
 - Key concerns along Main Street included congestion, pedestrian safety, and truck noise / emissions
 - Potential changes included restricted access for large trucks and intersection changes to improve traffic flow

Public Outreach – Sample Feedback





Road Impact Fees



Project Status

- Task 1 – Project Management & Coordination
 - Bi-weekly Project Team Meetings since June
 - July 18 Study Session with Board
- Task 2 – Calculate Cost per Vehicle Miles of Travel
 - Finalizing Cost Estimate Updates
 - Finalizing Roadway Improvement Plan Updates
- Task 3 – Fee Calculations
 - Finalizing Trip Length Calculations
 - Currently Analyzing Credits
- Task 4 – Documentation

Anticipated Schedule

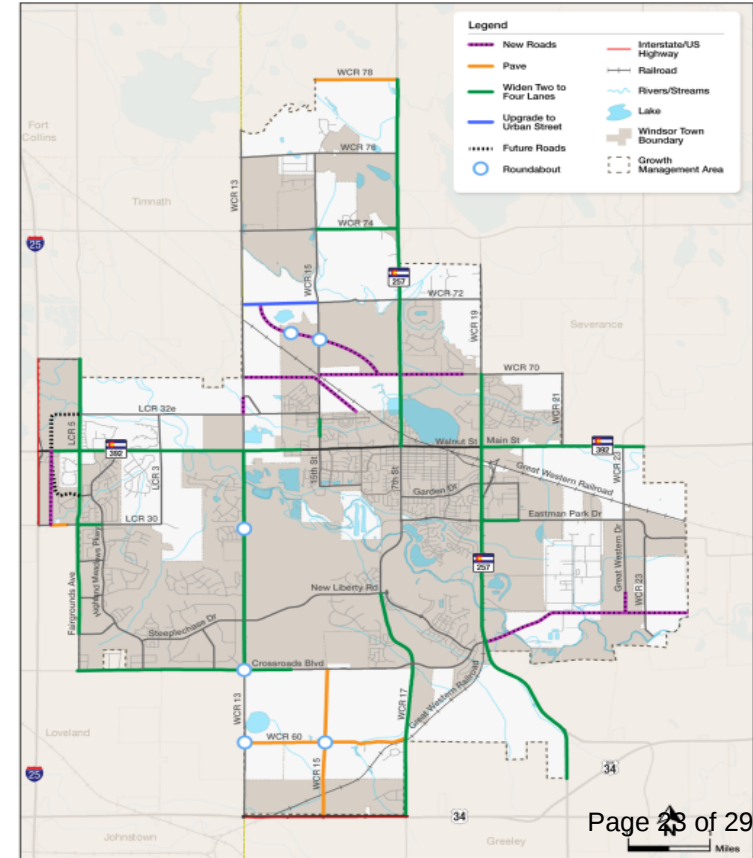
- Complete Draft Fee Calculation – *Late October/early November*
- Stakeholder Meeting – Present Methodology and Draft Fee Schedule – *Early/Mid November*
- Prepare Draft Report – *Mid-November*
- Staff Review and Revisions – *Late November*
- Board Study Session on Proposed Fees and Report – *December*
- Board Adoption Hearing – *December or January 2023*

Potential and Proposed Modifications

- Include Major Intersection Improvements
 - Adding 6 planned roundabouts to road project costs
 - Incorporating new signals in road improvement unit costs
- Include Major Bridges
 - Include Cache la Poudre Bridge widenings in road project costs
- Expand Schedule of Land Uses
 - Include additional commercial uses (gas/convenience Store, Fast-food Restaurant)
- Review Definition of Major Roadways
 - No change to definition but updated specific road classifications

Updated Roadway Plan

- Roadway Widening
 - 10 Roads, 27.8 Miles
- New Roads
 - 3 New Roads, 8.2 Miles
- Paving Projects
 - 4 Roads, 5.3 Miles
- Upgrade from Rural to Urban
 - 1 Road, 1 mile
- Roundabouts
 - 6 Roundabouts



Approximate Fee Changes

Comparison with 2017 Study – Anticipated Changes

- Average Improvement Costs per Mile - + 35%
- Addition of Roundabout and Bridge Costs - +12%
- Other Fee Components (trip lengths, credits) Similar/small decrease
- Total Estimated Changes versus 2017 Study +45%

Inflation adjustments currently in place since 2017 +
16%

**Estimated recommended increase over current (145/116) +
25%**

Comparison to Other Jurisdictions

Transportation Impact Fee Comparison

	Windsor – Current Fees	Fort Collins	Greeley	Larimer County	Weld County
Single Family Residential (DU)	\$4,459	\$7,115	\$4,773	\$4,628	\$2,885
Retail/ Commercial (1000 Sq Ft)	\$5,897	\$9,285	\$6,318	\$6,064	\$4,025
Office (1000 Sq Ft)	\$5,430	\$6,840	\$5,587	\$3,568	\$2,609
Industrial (1000 Sq Ft)	\$2,342	\$2,208	\$1,934	\$1,439	\$2,443



Questions?

Eric L. Bracke, PE, PTOE
Transportation Engineer
ebracke@windsorgov.com
970-674-3489



MEMORANDUM

Date: October 24, 2022
To: Mayor and Town Board
From: Shane Hale, Town Manager
Re: Future Meetings Agenda
Item #: 3.

Background / Discussion:

Financial Impact:

Relationship to Strategic Plan:

Recommendation:

CC:

Attachments:

1. 2022 Future Meetings Agenda



FUTURE TOWN BOARD MEETINGS

October 31, 2022	Canceled – Fifth Monday
November 7, 2022 5:30 p.m.	Town Board Special Meeting Budget – Follow-up Questions Follow-up Utility Rates and Fees Economic Development Update
November 14, 2022 5:30 p.m.	Town Board Work Session Board/Manager/Attorney Monthly Meeting CO2 Sequestration Discussion
November 14, 2022 7:00 p.m.	Town Board Regular Meeting
November 21, 2022 5:30 p.m.	Town Board Work Session NFRMPO: LinkNoCo Transit Study Recommendations
November 28, 2022 5:30 p.m.	Town Board Work Session
November 28, 2022 7:00 p.m.	Town Board Regular Meeting
December 5, 2022 5:30 p.m.	Town Board Work Session Water Surcharge Policy Discussion
December 12, 2022 5:30 p.m.	Town Board Work Session Board/Manager/Attorney Monthly Meeting
December 12, 2022 7:00 p.m.	Town Board Regular Meeting
December 19, 2022 5:30 p.m.	Town Board Work Session
December 26, 2022	Canceled – Christmas Holiday

Future Work Session Topics

- DDA Entertainment District
- Telecom Code (Pending FCC Rules)
- Regional Water Treatment Plant Site Update
- Weld RE-4 School Land Dedication/Cash in lieu of Land Update
- Energy Plan Update (December 12th) **Can we push to January? (JT & SM)**
- Discuss Wells Used For Geologic Sequestration of Carbon Dioxide draft ordinance