



Town of Frederick Board of Trustees Agenda

Frederick Town Hall
Board Chambers
401 Locust Street
Tuesday, March 22, 2022

6:30 P.M. Regular Meeting

Join Zoom Meeting

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Town of Frederick
Board of Trustees Agenda
Frederick Town Hall
Board Chambers
401 Locust Street
Tuesday, March 22, 2022

6:30 P.M.

Regular Meeting

Call to Order – Roll Call:

Pledge of Allegiance:

Executive Session:

For the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators under C.R.S. Section 24-6-402(4)(e)(1) regarding water.

Approval of Agenda:

Special Presentations:

Public Comment: This portion of the agenda is provided to allow members of the audience to provide comments to the Town Board. Please sign in and the Mayor will call you. If you are attending virtually, you may indicate that you would like to provide comments by utilizing the raise your hand function in the Participant Tab of the Zoom Meeting Application. If your comments or concerns require an action, that item(s) will need to be placed on a later Agenda. Please limit the time of your comments to three (3) minutes.

Staff Reports:

- A. Administrative Report – Bryan Ostler, Town Manager
- B. Town Clerk’s Report – Meghan Martinez, Town Clerk

Consent Agenda: Consent Agenda items are considered to be routine and will be enacted by one motion and vote. There will be no separate discussion of Consent Agenda Items unless a Board member so requests, in which case the item may be removed from the Consent Agenda and considered at the end of the Consent Agenda.

- C. February 1, 2022 Minutes – Meghan Martinez, Town Clerk

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- D. February 8, 2022 Minutes – Meghan Martinez, Town Clerk
- E. February 22, 2022 Minutes – Meghan Martinez, Town Clerk
- F. List of Bills – Jason Leslie, Administrative Services Officer

Action Agenda:

- G. Resolution 22-R-24 Award a Contract for the 2022 Concrete and Alleyway Maintenance Program and Authorizing the Town Manager to Execute the Contract – Jason Berg, Engineer
- H. Resolution 22-R-25 Award a Contract for the Colorado Boulevard and Tipple Parkway Intersection Improvement Project and Authorizing the Town Manager to Execute the Contract – Jason Berg, Engineer
- I. Resolution 22-R-26 Adopting the Town of Frederick 2022 Water Efficiency Plan – Sarah Watson, Engineer
- J. Consideration of the 25/52 East Subarea Plan – Ryan Johnson, Assistant Town Manager

Discussion Agenda:

- K. Fence Permit Follow Up – Ryan Johnson, Assistant Town Manager

Mayor and Trustee Reports:

Executive Session:

For the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators under C.R.S. Section 24-6-402(4)(e)(1) regarding economic development.

Adjournment:



TOWN OF FREDERICK MEMORANDUM

TO: Honorable Mayor and Board of Trustees

FROM: Bryan Ostler, Town Manager

DATE: March 22nd, 2022

CC: Town Staff
Local Media

SUBJECT: Departmental Report

Upcoming Board of Trustees Work Sessions – If there are topics that the Board would like staff to schedule for discussion, please let me know. The following topics are recommended for Board discussion (all meetings will be held in the Town Board Chambers unless otherwise indicated):

- March 22nd – Regular Meeting
- March 29th – No Meeting, 5th Tuesday
- April 5th – No Meeting, 2022 Election
- April 12th, Regular Meeting
- April 19th – FURA and Work Session
- April 26th – Regular Meeting
- May 3rd – Work Session
- May 10th – Regular Meeting
- May 17th – FURA and Work Session

Police Department

New Police Officers:

- The department is in the final stages of hiring two police officers. If all goes according to plan, they will both start training in the first week of April. We will make introductions once things are finalized. In the meantime, the screening of candidates continues in an effort to find additional great officers to serve Frederick.

K9 At Work:

- On March 16th Officer Austin and his K9 partner Dobby assisted the Weld County Sheriff's Office with a K9 search of a vehicle on a roadway near Frederick. Dobby alerted the officers to the presences of narcotics in the vehicle and a subsequent search resulted in a large seizure of various illicit street drugs. A total of 28.1 grams of Cocaine, 189.3 grams of Meth, and 15

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grams of Heroin were seized and two occupants of the vehicle were arrested and taken to jail. Great work Officer Austin and K9 Dobby!

SRO Police Car Graphics:

- Officer Fairbanks has recruited students from a graphic design class at FHS to assist in designing graphics for the police car used in his duties at the school. The design will include the required emergency markings of a police car and also highlight the new logo and mascot of the FHS Golden Eagles. The finished product is expected to be revealed for the start of the 2022-2023 school year. While the final design has not been decided, the students have already provided amazing ideas and designs for the car. Stay tuned.

Communications and Engagement

Communications:

- The Community Survey has been sent out to the initial 2700 selected households. To date, we have received 308 completed surveys. Open survey participation begins March 23.
- Angela and Jessica coordinated the Zoom call & recording for the Candidate Forum on March 7. The recording is available on YouTube.
- Jessica participated in the ESPIOC monthly training
- Angela meeting with FHS Education Foundation
- Participated in ELGL online training for community engagement

Events:

- Local businesses are committing to event sponsorships. We have \$53,800.00 in pledges to date. Our 2022 goal is \$125,000.00.
- Communications & Engagement Intern – We are in the midst of hiring our summer intern. The interviews are going well.
- Angela and Jessica met with the Carbon Valley events group to meet the new Dacono Community Outreach and Event Coordinator.
- Volunteers were coordinated to stuff the Landfill Voucher packets. Residents can pick up their free landfill voucher March 28 – April 29. Vouchers valid April 1 – 30.
- Angela hosted Self Defense Level 1 class on March 5 with 15 participants
- Angela volunteered at Empty Bowls Project.

Design:

- Design Frederick Police K-9 Logo
- 2021 Annual Police Report
- Begin design on community development project handout
- Innovation team video work

Finance Department

Finance:

- Utility Billing Conversion
- 2022 Annual GFOA Budget Publication
- Continued Tyler Incode training
- Resident follow-up with utility conversion
- Finance Technician recruitment
- Grants Administrator recruitment
- 2021 CIP budget vs actual reconciliation
- Closed January 2022 in Tyler Incode & Financials generated
- Beginning balances reconciled in Tyler Incode
- The Following modules in Tyler are implemented: Payables, Bank Recon, General Ledger, Utilities, Financials

Planning Department

Development Application:

- The development review process has a few steps land use applications go through prior to submitting an application such as a pre-application meeting and neighborhood meeting. There are eleven projects that have completed the pre-application step. There are currently three neighborhood meetings scheduled. Nine projects have completed the neighborhood meeting, allowing them to submit an application. The following applications have been accepted for review and are now quasi-judicial.

<i>New Applications Project Name (Date of Application)</i>	<i>Subdivision</i>	<i>General Location</i>	<i>Brief Description</i>
<i>On Going Projects Project Name (Date of Application)</i>	<i>Subdivision</i>	<i>General Location</i>	<i>Brief Description</i>
Bear Industrial Park, Block 1, Lot 8 4210 Bruin Site Plan (02/16/2021)	Bear Industrial Park	4210 Bruin	Site plan for 15,000 sf office and warehouse building for crane company.
Bear Industrial Park Replat 5, Block 1 Lot 2 (10/18/2021)	Bear Industrial Park	4021 Kodiak	Plan for a 1,000 sq. ft. facility with outdoor storage.
Bear Industrial Park Replat 2 Block 2 Lot 1 (1/18/2022)	Bear Industrial Park	4160 Busch Place	Proposed 28,000 sq. ft. warehouse with outdoor space.
Colorado Blvd & Godding Hollow 7-11 Zoning and Final Plat (5/3/2021)		Southwest corner of Colorado Blvd and Godding Hollow	Zone 5.35-acre parcel and plat to create two lots. Northern lot will have a site plan processed for 7- 11.
Colorado Blvd & Godding Hollow Conditional Use Site Plan (5/3/2021)		Southwest corner of Colorado Blvd and Godding Hollow	Development of southern parcel of land. Users not yet determined.
Eagle Business Park Filing 4B Lot 1 (1/18/2022)	Eagle Business Park	4881 Eagle	Proposed 4,800 sq. ft single story building with outdoor storage.
Eagle Business Park Filing 3 Lot 1B (1/18/2022)	Eagle Business Park	7400 Eagle	Temporary lot for construction trailers for Agilent. Also updating grading and drainage.
Eagle Business Park Lot 1 Agilent (2/07/2022)	Eagle Business Park	7400 Eagle Blvd	Site plan amendment to construct a new manufacturing building and warehouse building on the existing Agilent site.
Frederick Town Amendment B Lot 1-501 Walnut (9/8/2021)	Downtown	501 Walnut	Redevelop existing building into co-working office space.

Meadowlark Business Park Replat A (5/17/2021)	Meadowlark Business Park	5660 Iris Parkway	Request to divide the lot into 2 lots and a new 14,000 sq. ft. office building on the south lot.
Miners Park Town Center Filing 2 Block 1 (1/11/2022)		North of hwy 52 between Colorado Blvd and Maple Street	Proposed changes to zoning boundaries with keeping the current zoning.
Nelson Farms (1/3/2022)		Southwest corner of Silver Birch Blvd and Tipple Blvd	Proposed residential development on 236 acres
No Name Creek West Block 4 (12/6/2021)	No Name Creek West	9050 Harlequin Circle	Subdividing Lots.
<i>Project Name (Date of Application)</i>	<i>Subdivision</i>	<i>General Location</i>	<i>Brief Description</i>
Prairie Greens II (12/7/2020)	Prairie Greens	6460 Frederick Way	Request for vacation of easement and preliminary design for phase 4.
Raspberry Hill Business Park Lot 13	Raspberry Hill	8274 Raspberry Way	Proposed office building and sales of pickup trucks.
Raspberry Hill Business Park Lot 2 & 3 Truck Ranch (8/13/2021)	Raspberry Hill	8273 Raspberry Way	Site plan to build pickup truck dealership.
Raspberry Hill Business Park -Lots 4 &5 Phasing Plan	Raspberry Hill Business Park	8515 and 8517 Raspberry Way	Proposed vacant building for future unknown tenant.
Sanitation District Annexation No. 1 Subdivision Amendment (8/16/2021)		8500 Colorado Blvd.	Subdivision amendment to subdivide existing lot into 2 separate lots.
Silverstone Filing 7 (1/18/2021)	Silverstone		Development of 581 residential homes.
Wyndham Hill Filing 10 Final Plat and Final Development Plan (11/16/2020)	Wyndham Hill	Generally west of WCR7, between WCR 14.5 and WCR 16.	Approximately 139 acres to be developed into 495 single family homes.
Wyndham Hill Filing 6 Replat A FFFPD Station 5 Site Plan (6/7/2021)	Wyndham Hill	Generally, north of Highway 52, West of I-25 on Glacier Way.	Proposed fire station to include 3 bays.

Engineering Department

Colorado Blvd/Tipple Pkwy Intersection Improvements:

- A contract for construction services goes to the Board at the March 22nd meeting. Long lead times for procurement of traffic signal components is a primary concern. Staff continues to work with legal on acquisition of ROW to fully construct the ultimate intersection. We are still awaiting notification from CDOT regarding our grant application for the 2nd round of the Main Street Program funding. Construction is expected to be in late spring/summer of 2022.

Neighborhood Speed Control Program (no change):

- No recent projects to update.

Tipple Pkwy/Frontage Rd Streetlight (no change):

- Coordination efforts continue with CDOT and United Power regarding installation of a streetlight at this intersection. CDOT has indicated that they will support a permit for streetlight. Current design now supports 2 streetlights at this intersection and existing utility locations are being identified prior to construction. Waiting for United Power to begin installation.

Pavement Maintenance Projects:

- A contract for the 2022 Pavement Seal Projects have been awarded to Vance Brothers. A schedule for construction is being negotiated.
- A contract for the 2022 Pavement Patching & Mill/Overlay Projects has been awarded to Asphalt Specialties. A schedule for construction is being negotiated.
- Colorado Blvd Mill and Overlay Project has been awarded to Asphalt Specialties. A schedule for construction is being negotiated.

Concrete Alley Project:

- 5 bids were received. The contract for construction is scheduled to go to the Board at the March 22nd meeting.

Water Master Plan (no change):

- The 10-year plan was adopted at the December 14th meeting. Element has completed a draft of the long-term (50-year) plan that is tentatively scheduled to come to the Board at the April 12th work session.

Water Efficiency Plan:

- Colorado's Water Conservation Act of 2004 requires that water providers in the State of Colorado who annually supply over 2,000 acre-feet per year (AFY) of water to retail customers (covered entities) are required to submit a water conservation plan for review and approval to the Colorado Water Conservation Board (CWCB) at least every seven years. A draft of this document was discussed with the Board at the November 30 work session. Board comments were incorporated and the 60-day public viewing and comment period has completed. Staff has incorporated final changes and looking for adoption at the March 22nd Board meeting.

Raw Water Change of Use (no change):

- Engineering staff is coordinating with its water attorney and water rights consultant to evaluate its current raw water portfolio to support filing a change of use application in water court so that these raw water shares could be used for future town use. Preliminary data shows the Town having approximately 72 shares of Lower Boulder water or about 1,000 acre feet of water that can be changed to use for all municipal purposes within the Town's service area. Negotiations with the Lower Boulder Board have produced positive results and a Resolution for support of our Water Court application and substitute water supply plan was approved at their July 30th meeting. A final application to water court has now been executed by the Town and filed.
- Additionally, a substitute water supply plan application has now been executed and submitted to the State for approval and use by the Town next year. We expect to have a ruling on the SWSP by irrigation season 2022.

Water Quality Milavec Lake (no change):

- Engineering staff is coordinating with the Lower Boulder Ditch Company to address water quality concerns. An initial meeting occurred on September 29th to discuss stakeholders to include and strategies for advancing this issue.

Stormwater Master Plan:

- Frederick and Dacono jointly submitted a Department of Local Affairs Energy Impact Grant application in December 2019 to develop a stormwater master plan and on April 3, the Town received notification that they were awarded funding! A contract was approved to Anderson Consulting Engineers at the June 23rd, 2020 Town Board meeting. The project is now going through a financial evaluation to identify funding mechanisms to support future projects. Final completion of the contract was complete at the end of 2021 and is now out for public review and comment. This project is scheduled to go before the Board for adoption at the April 12th Board meeting.

Public Works Department

Streets:

- Graded Country Road 5, 16 ½, 20 ½, 16, 14, and CR 17
- Pothole repairs on Tipple Parkway, Johnson, Colorado Boulevard, Silver Birch, Ridgeway, Bella Rosa Parkway, S Hawthorn Street
- Crews working on shoulders and radius with asphalt millings
- Assisting Communications Department with hanging of new banners along 5th Street light poles
- Replacing and repairing signs from traffic accidents
- Set out message billboards and preparing for patchwork at 202 Tipple Parkway
- Snow event – kept crews bust on 3/10/22 – each snow team working back to back 8 hour shifts

Water:

- 11 meters replaced
- 76 locates completed
- 4 final reads completed
- Marking curbs in No Name Creek and Downtown area to locate municipal service lines
- 8 new meter installs at Hidden Creek Subdivision
- 2 new meter installs at Silverstone Subdivision

Buildings:

- Repairing loose shelves in Admin Building
- Repaired leak in sink at Public Works
- Water leak in ceiling at Public Works repaired from fire line
- Completed upgrade of gym shower, locker room at Ambulance Building
- Repaired broken toilet pressure tank at Admin Building
- Relocated cubicle walls/office in Town Hall
- Hanging curtains in Engineering conference room and front office

Storm Water:

- Checking inlets and outlets after each event, make certain water is flowing – clearing debris

Fleet Services:

- 17 total logged service requests
- 12 scheduled: PW – 7; FFFPD – 4; PD – 1
- 5 unscheduled: FFFPD – 3; PD – 2

Miscellaneous:

- Finish clearing up and hauling off debris from FRA project
- Road repair into FRA entrance with asphalt millings – potholes and wash-boarding

- Repaired wood carving on north side of Admin Building
- Removed outdated Adopt A Place signs where groups discontinued trash pickup

Training:

- 4 days of intense training for Teo Martinez, Gage Robertson, and Damon Jones from Hardline Equipment on sweepers for streets
- Kent VanDyne and Rusty Ribble attending APWA Institute Leadership classes in Littleton.

Parks and Open Space Department

Parks:

- Pruned and cleaned landscape beds on Legacy Trail between Gateway and Crist Park
- Prepared equipment and supplies for the growing season
- Purchased fertilizer and pesticide application equipment so staff can improve the quality of turf, landscapes, and open spaces
- Surveyed and began repairs on basic park amenities such as benches, tables, etc.

Open Space and Trails:

- Continued visual survey of trails. Minor repairs such as leveling and crack sealing will begin under contract later this summer

Golf:

- Staff toured 3 golf course maintenance facilities in the area to help in the design process for a new facility at Bella Rosa
- Master Plan process is still ongoing with a site visit from the Architect in early April.



TOWN OF FREDERICK MEMORANDUM

TO: Honorable Mayor Tracie Crites and Board of Trustees

FROM: Meghan Martinez, Town Clerk

DATE: March 18, 2022

SUBJECT: Town Clerk's Report

- *Commission/Committee Updates*
 - Scholarship Committee
 - The scholarship is due on April 8th. The committee will be convening after that to determine top candidates and schedule interviews with each candidate.
- *2022 Municipal Election*
 - Ballots have hit mailboxes in Frederick. Ballots can be dropped at the 24-Hour Dropbox or Town Hall. Residents may also return their ballots via USPS.
 - Residents who need voter services such as replacement ballots, voter registration, or other services may come to Town Hall Monday-Friday 8AM – 5PM and 7AM-7PM on election day.
 - Voters can register to vote at www.govotecolorado.com but any new voters will need to request a ballot from the clerk's office once registered.
- *Municipal Court*
 - Municipal Court was held on March 10th and was smooth and successful.
 - The Town Clerk has evaluated the court software and is working with finance to determine a more robust system that ties into our financial software.
 - Court Staff has met several times to identify goals for the court as well as to discuss areas of opportunity for the court.
 - The Assistant Town Clerk – Municipal Court recruitment is ongoing. The Judge and Prosecutor as well as the Town Attorney have all participated in the recruitment process.
 - Working with the Judge to identify ways to start to provide regular updates to the Board.

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TOWN OF FREDERICK BOARD OF TRUSTEES
SPECIAL HYBRID BOARD MEETING MINUTES
FREDERICK TOWN HALL, 401 LOCUST STREET
FEBRUARY 1, 2022

Call to Order: At 5:39 Mayor Crites called the meeting to order and requested roll call.

Roll Call: Present were Mayor Crites and Trustees Mahan, Lamach, ONeal Brown and Padia. Mayor Pro Tem March was not present. Also present were Town Manager Bryan Ostler, Town Attorney Jason Meyers and Town Clerk Meghan Martinez.

Special Presentations:

Introduction of Colby Johnson Parks and Open Space Director: Town Manager Bryan Ostler introduced Colby Johnson as the new Parks and Open Space Director.

Public Comment:

Suzanna Healy, 6239 Warrior Court, inquired about snow removal in the Silverstone neighborhood.

Staff Reports:

General Updates: Public Works Director Kent VanDyne provided an update regarding the water letter. Ramey Environmental was also present and addressed the Board.

Discussion Agenda:

Town Clerk Meghan Martinez provided an overview of all commissions and asked for direction from the Board.

Motion by Trustee Padia and seconded by Trustee ONeal to extend all current Commission terms and halt all applications until March 21, 2022. Upon roll call vote, motion passed unanimously.

Executive Session:

Motion by Trustee Brown and seconded by Trustee Mahan to go into executive session for discussion of a personnel matter under C.R.S. Section 24-6-402-(2)(f) and not involving: any specific employees who have requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees; regarding the Town Clerk's Annual Evaluation.

At 8:56 Mayor Crites recessed the meeting of the Board to go into executive session.

At 10:25 Mayor Crites reconvened the meeting.

Motion by Trustee Padia and seconded by Trustee Lamach to authorize a 5% merit increase for the Town Clerk. Upon roll call vote, motion passed unanimously.

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There being no further business of the Board, Mayor Crites adjourned the meeting of the Board of Trustees at 10:25 PM.

Approved by the Board of Trustees:

ATTEST:

Tracie Crites, Mayor

Meghan C. Martinez, MMC, Town Clerk



TOWN OF FREDERICK BOARD OF TRUSTEES

REGULAR HYBRID BOARD MEETING MINUTES

FREDERICK TOWN HALL, 401 LOCUST STREET

FEBRUARY 8, 2022

Call to Order: At 7:01 Mayor Crites called the meeting to order and requested roll call.

Roll Call: Present were Mayor Crites, Mayor Pro Tem March and Trustees Mahan, Lamach, ONeal Brown and Padia. Also present were Town Manager Bryan Ostler, Town Attorney Jason Meyers and Town Clerk Meghan Martinez.

Approval of Agenda: Town Clerk Martinez requested that Item F be included with the consent agenda.

Special Presentations:

Carbon Valley Help Center Community Funding Request: Robin Montei and Franki Bertram presented the proposed funding request. Motion by Trustee Padia and seconded by Trustee Brown to approve \$2,500 for the Carbon Valley Help Center. Upon roll call vote, motion passed unanimously.

Public Comment:

Mayor Crites indicated that no one had signed up for public comment.

Staff Reports:

Administrative Report: Town Manager Bryan Ostler provided a written report.

Town Clerk's Report: Town Clerk Meghan Martinez provided a written report.

Consent Agenda:

Motion by Trustee ONeal and seconded by Trustee Mahan to approve the consent agenda including Item F.

- Resolution 22-R-08 Accepting Designation of the Town of Frederick's Future Land Use Code Map as the Town's Three Mile Plan and Accepting an Annual Update to the Comprehensive Plan Approved by the Planning Commission
- Resolution 22-R-10 Revising the Town of Frederick Transportation Master Plan Street Inventory Map
- Resolution 22-R-09 Setting a Public Hearing on Adopting Changes to the Building Code to Include Adoption of the 2018 International Existing Building Code

Action Agenda:

Public Hearing Consideration of the Clearview Villages Preliminary/Final Plat: Planning Manager Ali vanDeutekom presented the proposed project.

At 7:22 Mayor Crites opened the Public Hearing.

The applicant was present and addressed the Board.

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At 7:45 Mayor Crites called for a brief recess.

At 7:55 Mayor Crites reconvened the meeting.

At 8:03 Mayor Crites closed the public hearing.

Motion by Mayor Pro Tem March and seconded by Trustee Lamach to approve Resolution 22-R-12. Upon roll call vote, motion passed unanimously.

Consideration of the Bear Industrial Replat 11, Block 2, Lot 2 Conditional Use for Cruise America: Planner Maureen Welsh presented the proposed project. The applicant was present and addressed the Board.

Motion by Mayor Pro Tem March and seconded by Trustee ONeal to approve the Cruise America Conditional Use, case no. 2021-031 be approved based on the review criteria found in the Town Land Use Code Section 4.9., with the following conditions;

1. Limit storage to the owner sales and rental only; nor privately owned vehicles
2. The fenced area is to be dedicated as a storage area only
3. All parking spots shall be used by customers and employees only.

and to direct the Town Attorney to memorialize this approval as a resolution for prompt execution by Mayor Crites without further action of the Board.

Upon roll call vote, motion passed unanimously.

Settlement Agreement Fox Chase: Town Attorney Jason Meyers presented the agreement. Motion by Mayor Pro Tem March and seconded by Trustee Mahan to approve Resolution 22-R-11. Upon roll call vote, motion passed unanimously.

There being no further business of the Board, Mayor Crites adjourned the meeting of the Board of Trustees at 8:39 PM.

Approved by the Board of Trustees:

ATTEST:

Tracie Crites, Mayor

Meghan C. Martinez, MMC, Town Clerk



TOWN OF FREDERICK BOARD OF TRUSTEES
REGULAR HYBRID BOARD MEETING MINUTES
FREDERICK TOWN HALL, 401 LOCUST STREET
FEBRUARY 22, 2022

Call to Order: At 7:06 Mayor Crites called the meeting to order and requested roll call.

Roll Call: Present were Mayor Crites, Mayor Pro Tem March and Trustees Mahan, Lamach, ONeal Brown and Padia. Also present were Town Manager Bryan Ostler, Town Attorney Jason Meyers and Town Clerk Meghan Martinez.

Public Comment:

Trent John, 10252 Echo Circle Firestone, discussed his concerns about Firestone's involvement with Central Weld Water Conservancy District and addressed the email he sent the Board earlier.

Luke Walch, 4040 Salazar Way Frederick discussed storage for a car club at this business facility.

Staff Reports:

Administrative Report: Town Manager Bryan Ostler provided a written report. Parks and Open Space Director Colby Johnson addressed the Board as well.

Town Clerk's Report: Town Clerk Meghan Martinez provided a written report.

Consent Agenda:

Motion by Trustee Lamach and seconded by Trustee Mahan to approve the consent agenda which included the following items:

- January 4, 2022 Minutes
- January 11, 2022 Minutes
- January 25, 2022 Minutes
- Resolution 22-R-13 Delegating to the Town Clerk the Authority to Appoint Election Judges

Action Agenda:

Public Hearing Ordinance 1372 Amending Article 1 and Article 3 of the Frederick Land Use Code, Specifically Sections 1.15 and 3.4 to Clarify Locations within the Town where Cemeteries may be Permitted: Planning Manager Ali vanDeutekom presented the proposed Ordinance.

At 7:31 Mayor Crites opened the public hearing.

At 7:43 Mayor Crites closed the public hearing.

Motion by Mayor Pro Tem March and seconded by Trustee Lamach to table this item to the April 12, 2022 Board Meeting. Upon roll call vote, motion passed unanimously.

Consideration of the McDonald Farms Conditional Use Request: Planner Maureen Welsh presented the proposed conditional use. The applicant was present and addressed the Board. Motion by Mayor Pro Tem March and seconded by Trustee Mahan that McDonald Farms Conditional Use, case no. 2021-030 be

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approved based on the review criteria found in the Town Land Use Code Section 4.9.4, with no conditions; and to direct the Town Attorney to memorialize this approval as a resolution for prompt execution by Mayor Crites without further action of the Board. Upon roll call vote, motion passed unanimously.

At 8:10 Mayor Crites called for a brief recess.

At 8:22 Mayor Crites reconvened the meeting.

Public Hearing Consideration of McDonald Farms Conditional Use Request: Planner Maureen Welsh presented the request.

At 8:25 Mayor Crites opened the public hearing.

The applicant was present and addressed the Board.

At 8:32 Mayor Crites closed the public hearing.

Motion by Mayor Pro Tem March and seconded by Trustee Padia that the Agilent Height Waiver, case no. 2021-035 be approved based on the review criteria found in the Town Land Use Code Section 4.9.4, with no conditions; and to direct the Town Attorney to memorialize this approval as a resolution for prompt execution by Mayor Crites without further action of the Board. Upon roll call vote, motion passed unanimously.

Resolution 22-R-14 Approving Certain Economic Incentives to Hirsh Precision Products in the Form of a 50 Percent Personal Property Use Tax Rebate; Setting Forth the Requisite Findings Recognizing the Valid Public Purpose and Cognizable Benefit Justifications for such Economic Incentives; Approving an Incentive Agreement; and Authorizing the Mayor to Execute an Agreement on Behalf of the Town and the Town Clerk to Attest Thereto: Assistant Town Manager Ryan Johnson presented the proposed resolution. The applicant was present and addressed the Board. Motion by Trustee Lamach and seconded by Trustee Brown to approve Resolution 22-R-14. Upon roll call vote, motion passed unanimously.

Discussion Agenda:

Assistant Town Manager Ryan Johnson discussed fence permits in the Town of Frederick. Trustee ONeal requested that the Board consider adding fence permits in the Town.

Candidate Introductions:

Thomas Cave introduced himself and discussed his candidacy.

Windi Padia introduced herself and discussed her candidacy.

Dan March introduced himself and discussed his candidacy.

Mayor and Trustee Reports:

Trustee ONeal:

Motion by Trustee ONeal and seconded by Mayor Pro Tem March to direct staff to draft an RFP for an independent auditor not to exceed 5 years. Upon roll call vote, motion passed unanimously.

He also would like to see the language removed from the Land Use Code giving the Planning Director authority to waive a neighborhood meeting. He thanked the candidates for their comments.

Mayor Pro Tem March: He apologized for missing the last few meetings.

There being no further business of the Board, Mayor Crites adjourned the meeting at 8:22 PM.

Approved by the Board of Trustees:

ATTEST:

Tracie Crites, Mayor

Meghan C. Martinez, MMC, Town Clerk

Town of Frederick - List of Bills
December 31, 2021 - January 31, 2022

4 RIVERS EQUIPMENT LLC	Equipment maintenance	6,983.10
5STARWASHCV LLC	Car wash fees	487.35
ACE HARDWARE OF FIRESTONE	Supplies	1,368.21
ADAM MARCOVICH	Dirt hauls	700.00
ADAMSON POLICE PRODUCTS	Police uniforms	1,398.59
AGFINITY	Maintenance fleet fuel	10,118.27
ALTITUDE SIGNAL LLC	Camera repairs	550.00
AMERIGAS PROPANE LP	Service call for leaks	95.14
ANDERSON CONSULTING ENGINEERS INC	Outfall System Plan - Frederick	186,478.52
ANDREW MARTINEZ	Collection fee refund	57.60
ASHLEY TEMPLE	Bond refund	200.00
B & H FOTO & ELECTRONICS CORP	Digital media support equipment	134.25
BAKER BUILDERS LLC	Planning Deposit refund	846.50
BARGREEN ELLINGSON	Kitchen supplies	49.44
BENMAR CONSTRUCTION LLC	Hydrant meter deposit refund	2,080.20
BLACK HILLS ENERGY	Gas utility	8,542.86
BRAND ASSET PARTNERS	Printing services	130.00
BRYCE SHIRLEY	Boot reimbursement	100.00
CALLAWAY GOLF	Merchandise	406.67
CARD SERVICES	Travel, training and supplies	21,329.70
CENTRAL WELD CTY WATER DIST	Capital improvement fees	80,000.00
CENTURYLINK COMMUNICATIONS LLC	Phone service	1.24
CHAVEZ SERVICES LLC	Drainage improvement	1,887.65
CHICAGO TITLE	Refund overpayment	20.14
CHRISTMAS DESIGNERS.COM	Holiday trees	63,465.00
CINTAS CORPORATION	Uniforms and first aid kit supplies	684.94
CLAYSTONE CONSTRUCTION INC	Hydrant Meter Deposit refund	2,200.00
CODE PUBLISHING INC	Frederick Municipal Code-Web update	111.00
COLORADO BARRICADE CO	Signs	15,856.20
COLORADO WATER WELL	Repairs at Bella Rosa Golf Course	770.00
COMMUNITY COUNSELOR INC	Counseling services	125.00
COMMUNITY PET HOSPITAL PC	K-9 exam	227.75
COMPLETE CONSTRUCTION CORPORATION	Fitness Center water fountain	1,600.00
CORE & MAIN LP	Water supplies	2,761.00
DEFENSIVE EDGE TRAINING & CONSULTING	Training	800.00
DENSIE JOHNSON	Refund overpayment	118.32
DENVER POOLS & SPAS	Hydrant meter deposit refund	2,200.00
DLT SOLUTIONS LLC	Civil 3D Fundamentals Class	1,425.00
EASY PICKER GOLF PRODUCTS INC	Subscription fee for range express software	7,074.86
ELEMENT WATER CONSULTING INC	Water Engineering Services	54,452.50
ELITE HOOD CLEANING CO	Cleaning and maintenance	750.00
ERIKA VASQUEZ	Restitution owing	300.00
FACTORY MOTOR PARTS CO	Vehicle and equipment parts	2,588.31
FAIRFIELD AND WOODS PC	Legal services	60,216.46
FARIS MACHINERY COMPANY	Pump repair	109.41
FASTENAL COMPANY	Shop supplies	46.49
FIRST AMERICAN TITLE	Refund overpayment	17.63

Town of Frederick - List of Bills
December 31, 2021 - January 31, 2022

FREEDOM MAILING SERVICES LLC	Utility billing processing	2,683.64
G & G EQUIPMENT INC	Parks supplies	428.08
GABRIEL TOVAR	Collection fee refund	36.00
GENERAL AIR	Equipment rental	20.22
GOLDEN TRIANGLE CONSTRUCTION	Refund overpayment	2,481.32
HAMILTON LINEN	Linen service for restaurant	114.14
HARDLINE EQUIPMENT	Street sweeper and maintenance	314,886.86
HOUSEAL LAVIGNE ASSOCIATES LLC	Consulting Services - Sub Area Plan	16,682.50
INNOVATE! INC	GIS Strategic Plan Project & Snow Plow Application	9,754.62
INTERSTATE RENTAL & SALES, INC.	Air compressor rental	234.83
JEFFREY WEED	Refund overpayment	52.06
JENNY RODIN	Bond refund	200.00
JOHN RICHARDS	Refund overpayment	151.59
KING CHEVROLET	Vehicle and equipment parts	375.00
KP & ASSOCIATES	Retail Consulting services	2,400.00
KRISTIN NORDECK BROWN PC	Prosecution services	798.00
LEFT HAND WATER DISTRICT	Water utility	1,043.28
LIFE STORIES CHILD & FAMILY ADVOCACY	4th Qtr. billing	219.00
LONGMONT HUMANE SOCIETY	Animal impound fees	1,052.25
LUMIN8 TRANSPORTATION TECHNOLOGIES	Monthly maintenance fee	236.25
MARSH LAW PC	Legal services - Carriage Hills II	14,751.00
MARSHALL INFORMATION SERVICE LLC	Mapping and permits conversion	93.75
MARTIN & SONS EXCAVATING	Hydrant Meter deposit refund	2,200.00
MARTIN MARTIN INC	Colorado & Tipple Improvement Project	16,506.30
MARTIN MAY	Class fee refund	145.00
MICHOW COX & MCASKIN LLP	Legal counsel	2,202.75
MOUNTAIN TRUCK & EQUIPMENT	Equipment parts	7.64
NATIONAL BUSINESS FURNITURE LLC	Office furniture	17,362.87
NEWMAN TRAFFIC SIGNS, INC.	Traffic signs	516.83
NORTHERN ENGINEERING SERVICES	No Name Creek Replat Blk 14 & 15	1,105.00
NORTHSTAR CONCRETE INC	Concrete and alleyway maintenance program	7,168.50
OCCUPATIONAL HEALTH CENTERS	Pre-employment testing	61.50
O'REILLY AUTOMOTIVE INC	Vehicle supplies	457.99
PRAIRIE MOUNTAIN MEDIA	Publication costs	329.05
PRE ACTION FIRE INC	AES Quarterly monitoring	2,525.00
PRO GOLF REPAIR LLC	Pro Golf services	300.00
PSYCHOLOGICAL DIMENSIONS	Psychological evaluation	175.00
R & R PRODUCTS	Equipment parts	189.95
RAMEY ENVIRONMENTAL COMPLIANCE	ORC Services Distribution & Collection Systems	100.00
REDI SERVICES LLC	Porta john services	867.50
REIF & HUNSAKER PC	Legal services	867.00
RELIABLE TOWING & REPAIR	Towing services	375.00
RICHMOND AMERICAN HOMES	Refund overpayment	38.82
ROCKY MOUNTAIN BOTTLED WATER LLC	Water delivery service	70.00
ROCKY MOUNTAIN INTEGRATORS INC	PD card reader	180.00
SAFEBUILT COLORADO LLC	Electrical inspections	2,050.00
SAFETY & CONSTRUCTION SUPPLY	Safety supplies	870.91

Town of Frederick - List of Bills
December 31, 2021 - January 31, 2022

SAFEWAY	Supplies	423.86
SAM'S CLUB / GECRB	Supplies	1,981.09
SHRED-IT USA	Document shredding	107.31
SIMPLOT PARTNERS	Golf Course supplies	936.00
SOUTHERN GLAZERS WINE AND SPIRITS	Beverage order for restaurant	293.00
SPORTS & FITNESS INC	Fitness equipment	9,786.43
STAPLES ADVANTAGE	Supplies	713.90
STEADFAST TATTOO COMPANY LLC	Mural artwork in Fitness Building	3,000.00
STERICYCLE INC	Document shredding - Retention records	71.95
STRIGLOS COMPANIES, INC.	Computer set up and software subscription	6,924.00
SUMMIT STRATEGIES	Economic Development Consulting	5,000.00
SUNSHINE CLEANERS	Uniform cleaning	217.35
TIMBERLAN	Interview room troubleshooting	5,383.00
TLO LLC	Investigation fees	117.00
TOWN OF FREDERICK	Petty cash replenishment	139.09
TRACTOR SUPPLY CREDIT PLAN	Supplies for park infrastructure	33.92
TRANSWEST TRUCK	Equipment repair	1,454.16
TRT CONSTRUCTION	Pubic Works new office build	10,100.00
TRUEPOINT SOLUTIONS LLC	Accella Implementation	897.38
TWIN PEAKS GARAGE DOORS LLC	Garage door maintenance	2,164.00
TYLER TECHNOLOGIES	Financial Software Implementation	4,162.50
UMB BANK, NA	Q4 2021 Custodian fee	187.50
UNITED POWER	Electric utility	7,894.55
UNIVERSITY AUTO PARTS INC	Vehicle parts	206.06
US FOODS INC	Restaurant supplies	2,367.89
UTILITY NOTIFICATION CENTER OF COLO	Utility locate transmissions	221.76
VELOCITY CONSTRUCTORS INC	Milavec Lake filter improvement	20,265.84
VERIZON WIRELESS	PD MDTs and cell phones	2,537.40
WARD ELECTRIC COMPANY INC	LED lights install at FRA	4,396.16
WASTE CONNECTIONS OF COLO INC	Trash service	65,779.14
WELD COUNTY DEPARTMENT OF PUBLIC	Laboratory services	493.00
WELZIG HEATING & AIR	Building maintenance	958.85
WEX BANK	Fuel	353.10
	Total	<u>1,126,799.49</u>

Town of Frederick - List of Bills
January 1, 2022 - February 24, 2022

Vendor Name	Description	Amount
24/7 NETWORKS INC	Network security licensing and subscription	8,111.54
4 RIVERS EQUIPMENT LLC	Equipment rental	11,374.60
AAA PEST PROS LLC	Pest control	250.00
ACE HARDWARE OF FIRESTONE	Supplies	1,577.15
ACUSHNET COMPANY	Golf equipment	600.84
ADAM MARCOVICH	Dirt hauls	4,050.00
ADAMS COUNTY COMBINED COURT	Bond transfer	250.00
ADAMS COUNTY REGIONAL ECONOMICAL	Membership dues	2,500.00
ADAMSON POLICE PRODUCTS	Police uniforms	469.28
ADIDAS AMERICA INC	Merchandise	39.13
ADVANCED DIRECT MARKETING INC	Calendar mailing and postage	250.42
AGFINITY	Fuel	10,572.41
AIRBOUND INC	Miners Day quad bungee deposit	3,542.50
ALM SUITS & K9 EQUIPMENT	Custom ALM suit	1,445.00
AMERICAN ARBORIST SERVICE	Tree removal in Crist Park	3,750.00
AMERICAN DRY GOODS	Uniforms	619.33
AMERICAN EAGLE DISTRIBUTING	Beverage order for restaurant	26.70
AQUA BACKFLOW INC	Web based backflow tracking program	360.00
ARBINGER INSTITUTE LLC	Training and coaching materials	3,386.44
ARCHIVESOCIAL INC	Archiving subscription	2,241.00
ASCAP	Music licensing fee	390.00
ATLAS BUSINESS SOLUTIONS INC	Scheduling software	672.00
BARGREEN ELLINGSON	Restaurant supplies	179.80
BERMUDA SANDS APPAREL LLC	Uniforms	735.17
BETTER BUSINESS CLEANING	Monthly cleaning services	3,076.00
BK TIRE, INC.	Tire replacement	2,065.97
BLACK HILLS ENERGY	Gas utility	10,460.44
BRYCE SHIRLEY	Reimbursement for CDL permit	38.22
CALLAWAY GOLF	Merchandise	547.49
CAMCA	Membership application	40.00
CAPITAL BUSINESS SYSTEMS INC	Town copier lease	1,742.59
CARAHSOFT TECHNOLOGY CORPORATION	Subscription and licensing	4,704.00
CARBON VALLEY HELP CENTER	Donation	2,500.00
CARBON VALLEY ROTARY CLUB	Membership dues	400.00
CARD SERVICES	Town purchasing card transactions	25,113.72
CASELLE, INC.	Contract Support & Maintenance	4,284.00
CDW GOVERNMENT LLC	Cradlepoint license renewal	1,534.72
CENTRAL WELD COUNTY WATER DIST	Water purchased	87,605.75
CENTRAL WELD CTY WATER DIST	CWWD Capital Improvement fee	240,000.00
CENTURYLINK COMMUNICATIONS LLC	Phone/Fax Service	520.33
CINTAS CORPORATION	Mat service and PW uniforms	904.82
CIRSA	Property/Casualty Insurance Premiums	293,469.42
CIVIC PLUS	Subscription renewal and support hosting	7,116.17
COLBY JOHNSON	Reimbursement for partial moving expenses	2,500.00
COLORADO ASPHALT PAVEMENT ASSOCIATION	Memership dues	250.00
COLORADO GOLF & TURF	Equipment parts	493.07
COLORADO GOLF ASSOCIATION	Facility and Club dues	175.00
COLORADO INFORMATION SHARING CONSORTIUM	Membership and Maintenance fees	1,188.00
COLORADO WATER WELL	Bella Rosa Golf Course North Pump	28,852.57
COLT FENCE AND LANDSCAPE LLC	Fence removal and repairs - FRA	7,898.00
COMCAST CABLE	Phone/Internet Service	8,287.12
COMMUNITY COUNSELOR INC	Counseling services	125.00
CORE & MAIN LP	Irrigation supplies	549.28
CORNWELL TOOLS	Shop tools	851.51
COSTAR REALTY INFORMATION INC	Monthly subscription	1,000.00
CREATIVE INSTINCT INC	Custom trading cards - K9 Dobby	103.00
D & S ENTERPRISE LLC	Trim visor tint	50.00
DANA KEPNER CO	Water meter supplies	2,438.00
DENVER REGIONAL COUNCIL OF GOVERNMENTS	2022 Participating membership dues - 1st Half	2,150.00
DLT SOLUTIONS LLC	Annual subscriptions	4,732.40
DNI HEATING AC REFRIGERATION	Water heater replacement - Town Hall	1,655.00

Town of Frederick - List of Bills
January 1, 2022 - February 24, 2022

Vendor Name	Description	Amount
E-470 PUBLIC HIGHWAY AUTHORITY	Toll fees	9.04
ECONOMIC DEVELOPMENT COUNCIL OF COLORADO	Membership dues	250.00
ELEMENT WATER CONSULTING INC	Water Engineering Services	22,539.50
ELEVATED CLOUD SERVICES LLC	Endpoint security - ESRI & GIS hosting	50,533.00
EMPLOYERS COUNCIL SERVICES INC	Training courses	1,045.00
ENERGAGE LLC	Insight subscription fees	4,495.00
ENTENMANN-ROVIN CO	Dome PD badges	620.00
ENTERPRISE FM TRUST	Vehicle lease program	104,112.06
ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE	Enterprise agreement fee software/maintenance	27,500.00
ENVIROTECH SERVICES, INC.	Street maintenance supplies	20,251.99
EON OFFICE	Bath tissue	73.61
ERIKA VASQUEZ	Final restitution payment	200.00
ESI EMPLOYEE ASSISTANCE PROGRAM	Employee Assistance Program	3,775.00
EVOLVE TECHNOLOGIES LLC	Phone support services	2,529.20
FACTORY MOTOR PARTS CO	Vehicle repair	1,249.21
FARIS MACHINERY COMPANY	Pump cylinder	323.38
FAST SIGNS	Plaque	130.00
FASTENAL COMPANY	Golf course maintenance supplies	4,939.32
FBI NATIONAL ACADEMY ASSOCIATES INC	Membership dues	105.00
FERGUSON & ASSOCIATES CORPORATION	Basemap script troubleshooting	240.00
FLASHVOTE	Service and set-up	6,900.00
FLEXX PRODUCTIONS LLC	Events Rental Deposits	9,550.00
FREDERICK FIRESTONE FIRE PROTECTION DIST	EMC and EOC support services	32,798.50
FREEDOM MAILING SERVICES LLC	Shut off & delinquent notices / Statements	4,941.28
G & G EQUIPMENT INC	Plow repair	1,048.21
GAGE ROBERTSON	Boot reimbursement	100.00
GENERAL AIR	Shop supplies	20.22
GOLFNOW LLC	Tech EZ 360 reporting	513.71
HAMILTON LINEN	Linen service for restaurant	602.16
HIGH COUNTRY BEVERAGE	Beverage order for restaurant	336.90
HOME DEPOT CREDIT SERVICES	December charges	5,576.19
HYDROLOGIK LLC	Work completed along Hwy 52	6,595.40
IDENTIFIX INC	Automotive online service information subscription	1,428.00
INSIGHT AUTO GLASS LLC	Windshield replacement	520.00
INTERMOUNTAIN SWEEPER CO	Shop floor scrubber	25,999.20
INTERNATIONAL ASSOCIATION OF	Membership dues	190.00
INTERSTATE FORD	Vehicle parts	1,926.34
IWORQ SYSTEMS	Facilities Dept software	3,910.00
JEFF CAHN INC	Judge services	2,400.00
JJ KELLER & ASSOCIATES INC	Training guide	513.41
JOHN OBER	Reimbursement	500.00
KIM STRONG	Reimbursement for supplies	95.17
KING CHEVROLET	Air bag diagnostic test	758.80
KP & ASSOCIATES	Retail consulting services	2,400.00
KRISTIN NORDECK BROWN PC	Prosecution services	2,025.00
LANGUAGE LINE SERVICES	Interpreting services	2.46
LEXIPOL LLC	Memership & subscriptions	10,336.85
LIFEMED SAFETY INC	AED cabinet for all town buildings	673.50
LONGMONT HUMANE SOCIETY	Impound fees	1,052.25
LUXOTTICA USA LLC	Merchandise	91.20
MAC EQUIPMENT INC	Equipment supplies	906.33
MARIA C TARIN	Restitution due	1,251.00
MARSHALL INFORMATION SERVICE LLC	GIS server set up	718.75
MCCANDLESS INTL TRUCKS OF COLORADO	Repair parts	10,023.40
MCGEE COMPANY	Shop tools	921.69
MDI TRUCKS OF NORTHERN COLORADO	Turbo replacement parts	6,025.36
MICHOW COX & MCASKIN LLP	Legal counsel related to Clearview Villages	1,457.50
MIKE RICHMOND	Reimbursement for DOT physical	150.00
MITEL	Phone service for Admin and Town Hall	8,292.48
MOSES WITTEMYER HARRISON & WOODRUFF PC	Legal services	33,089.09
MOUNTAIN SALES & SERVICE	Equipment lease	200.00

Town of Frederick - List of Bills
January 1, 2022 - February 24, 2022

Vendor Name	Description	Amount
NATIONAL BUSINESS FURNITURE LLC	PW office furniture	6,449.00
NATIONAL RESEARCH CENTER INC	Performance Plan & results presentation	17,900.00
NATW	Membership dues	35.00
NORMA VERONICA PELAYES	Spanish interpreting services	195.00
NORTHERN CO. WATER CONSERVANCY DISTRICT	Eighteenth Interim Agreement - NISP	1,235,000.00
O.J. WATSON COMPANY INC	Equipment parts	776.58
O'REILLY AUTOMOTIVE INC	Shop supplies	205.32
PING INC	Golf equipment	1,185.36
POLICE EXECUTIVE RESEARCH FORUM	Membership dues	200.00
PRAIRIE MOUNTAIN MEDIA	Publication costs	257.13
PREMIER DRAFT BEER SERVICES LLC	Restaurant supplies	15.00
PRINT EXPERTS	Tri fold brochures	359.07
PRO GOLF REPAIR LLC	Pro Golf services	815.00
R & R PRODUCTS	Maintenance parts	2,101.05
RALLY POINT TC LLC	Seminar training - E Goodman	300.00
RAMEY ENVIRONMENTAL COMPLIANCE	ORC Services Distribution & Collection Systems	100.00
REDI SERVICES LLC	Porta john service	592.50
REIF & HUNSAKER PC	Legal services	1,650.00
RELIABLE TOWING & REPAIR	Tow service	219.00
REPUBLIC NATIONAL DISTRIBUTING CO LLC	Restaurant supplies	408.40
ROCKY MOUNTAIN BOTTLED WATER LLC	Water delivery service	106.00
ROCKY MOUNTAIN INTEGRATORS INC	Security door installation - Wellness House	7,755.00
SAFEUILT COLORADO LLC	Inspection services	2,000.00
SAFETY & CONSTRUCTION SUPPLY	Safety uniforms and supplies	103.41
SAFEWAY	Supplies	175.51
SAM'S CLUB / GECRB	January charges	837.96
SCOTT MURDOCK TRAILER SALES LLC	Trailer purchase	6,970.00
SESAC	Music Licensing	513.00
SHEEPDOG GUARDIAN CONSULTING LLC	Seminar	225.00
SI PRODUCTS LLC	Merchandise	183.61
SPOT ON SOUND PRODUCTIONS	Miners Day bands, sound and stage deposit	12,250.00
SRIXON CLEVELAND GOLF XXIO	Merchandise	30.90
ST VRAIN SANITATION DISTRICT	Sanitation services for the year	4,797.38
STAPLES ADVANTAGE	Supplies	1,049.39
STERICYCLE INC	Document shredding	231.96
STEVE JOHNSON	Boot reimbursement	530.76
STEVEN SMITH	Reimbursement for tool allowance	315.66
STRIGLOS COMPANIES, INC.	Conference room owls	3,679.00
SUMMIT DATA PROTECTION LLC	Remote back up/Disaster recovery	8,200.00
SUMMIT STRATEGIES	Economic Development consulting	5,000.00
SUNSHINE CLEANERS	Uniform cleaning services	217.35
TAYLOR MADE GOLF COMPANY	Merchandise	55.19
TBK BANK,SSB	PW Facility Loan Payment	84,820.10
TELOS ONLINE INC	Back up link	150.00
THE SHERWIN-WILLIAMS CO	Paint for PW offices	262.55
THINK TANK STUDIO	Topographic and utility survey	19,460.00
TIER ONE NETWORKING LLC	Computer equipment	1,375.00
TIMBERLAN INC	Network Support	6,631.66
TINA REHDER	Boot reimbursement	100.00
TRACTOR SUPPLY CREDIT PLAN	Supplies for park infrastructure	17.57
TRANSWEST TRUCK	Shop supplies	182.90
TRAVISMATHEW LLC	Merchandise	1,110.39
TRI STATE OIL RECLAIMERS INC	Used oil disposal	150.00
TRT CONSTRUCTION	PW new office build	9,050.00
TRUEPOINT SOLUTIONS LLC	Accella Implementation	2,656.24
TYLER TECHNOLOGIES	Software Implementation	30,916.83
U.S. POSTAL SERVICE (CMRS-FP)	Postage for meter machine	500.00
ULTIMATE DATABASE SOLUTIONS INC	UDS Software support	5,000.00
UNITED POWER	Right of Way permit refund	175.00
UNIVERSITY AUTO PARTS INC	Parts	1,950.68
UPPER CASE PRINTING, INK.	Newsletter printing	2,928.89
UPSTATE COLORADO ECONOMIC DEVELOPMENT	Annual Community Partners Investment	10,000.00

Town of Frederick - List of Bills
January 1, 2022 - February 24, 2022

Vendor Name	Description	Amount
US FOODS INC	Restaurant supplies	8,933.16
UTILITY NOTIFICATION CENTER OF COLORADO	Utility locates	217.10
VERIZON WIRELESS	Town Departments	7,119.83
VERMEER COLORADO & WYOMING	Chipper knife set	382.82
VISTA OUTDOOR SALES LLC	Golf Launch Pro	2,400.00
VORTEX COLORADO INC	Door repairs	269.80
WALLAROO HAT COMPANY LLC	Golf merchandise	664.44
WASTE CONNECTIONS OF COLO INC	Monthly trash & recycle servcie	67,741.53
WELD COUNTY	Dispatch service cost/Wireless radio maintenance	73,456.00
WELD COUNTY CHIEF'S OF POLICE ASSOC	Membership dues	175.00
WELD COUNTY CLERK & RECORDER	Recording fees	500.00
WELD COUNTY DEPARTMENT OF PUBLIC	Water testing	2,007.00
WELD COUNTY INFORMATION TECHNOLOGY	Computer software	630.60
WELD COUNTY SHERIFF	Victim Service agreement	7,500.00
WELD COUNTY TREASURER	Real estate taxes	184.04
WELZIG HEATING & AIR	Club billing	620.65
WEX BANK	Fuel	323.27
WORKWELL OCCUPATIONAL MEDICINE LLC	Drug testing	217.50
WTC-WICKHAM TRACTOR CO	Kubota equipment parts	2,147.53
ZACKERY ROBERSON	Reimbursement for exam fees	220.33
		2,915,714.46



TOWN OF FREDERICK BOARD OF TRUSTEES ACTION MEMORANDUM

Tracie Crites, Mayor

Dan March, Mayor Pro Tem
Mark Lamach, Trustee
Adam Mahan, Trustee

Rusty O'Neal, Trustee
Kevin Brown, Trustee
Windi Padia, Trustee

Consider Awarding a Contract for the 2022 Concrete and Alleyway Maintenance Program Project

Agenda Date: Town Board Meeting – March 22, 2022

Attachments:

- a. Bid Tabulation from Contractors
- b. Project Maps
- c. Resolution 22-R-24

Finance Review:

Finance Director

Submitted by:

Jason Berg
Civil Engineer I

Approved for Presentation:

Ben O'Neal
Town Manager

☐ Quasi-Judicial

☐ Legislative

☒ Administrative

Strategic Plan Alignment:

Strategic, Reliable & Sustainable Infrastructure: This request aligns with the Town's Strategic Plan by investing in existing and future transportation.

Summary Statement:

Bids for the 2022 Concrete and Alleyway Maintenance Program Project were opened on March 11, 2022 and staff is providing a recommendation for the award of this project.

Detail of Issue/Request:

Staff has identified areas within the Town of Frederick requiring concrete and alleyway maintenance as part of the continuing effort to maintain and improve a critical part of the overall community

Built on What Matters.

infrastructure of the Town. The alleyways in the downtown area were assessed and are currently included in an improvement program that started in 2016 with the intent to pave the existing dirt alleyways and improve downtown infrastructure. Paving of the alleyways will help to improve the downtown drainage infrastructure and general roadway resiliency. These maintenance improvements will be part of a system that will improve alleys, minor roadway drainage and adjacent concrete pedestrian infrastructure. The project will include two downtown alleyway segments in the area between Tipple Street and 2nd Street from Elm Street to Oak Street and Oak Street to Locust Street. Maps and locations are provided.

The Invitation to Bid was issued February 14, 2022 and advertised two consecutive weeks. The bid opening was March 11, 2022. Five bids were received; staff reviewed the bids, each of the contractor's qualifications, and contacted references.

Staff is recommending this contract award to Stone & Concrete, Inc. as the lowest qualified bidder.

Legal/Political Considerations:

Staff followed the Town's Purchasing Manual procedures. The Town Attorney has drafted the resolution.

Alternatives/Options:

The Town has the option of awarding the contract for this work to the lowest responsible bidder, to negotiate with the lowest responsible bidder, to reject any and all quotes and not proceed with the pavement maintenance project this year, or re-bid a different contract scope with budgeted funds.

Financial Considerations:

The project amount of \$137,993.59 is under the \$200,000 budgeted for within the Capital Improvement Project (CIP) Fund for these maintenance improvements.

Staff Recommendation:

Staff recommends that the Board award the contract to NorthStar Concrete, Inc. and approve the attached Resolution 22-R-24.

Bid Summary
Frederick 2022 Concrete and Alleyway Maintenance Program

BID SCHEDULE				Can-Do Concrete Construciton, Inc.		Chavez Services, LLC		Northstar Concrete, Inc.		Stone & Concrete, Inc.		Noraa Concrete Construction Corporation		Bid Average	
Item		Unit	Quantity	Cost	Extension	Cost	Extension	Cost	Extension	Cost	Extension	Cost	Extension	Cost	Extension
Site Work															
1	Mobilization	LS	1	\$ 16,000.00	\$ 16,000.00	\$ 15,500.00	\$ 15,500.00	\$ 20,000.00	\$ 20,000.00	\$ 7,975.00	\$ 7,975.00	\$ 11,376.00	\$ 11,376.00	\$ 14,170.20	\$ 14,170.20
2	Survey and Design	LS	1	\$ 13,000.00	\$ 13,000.00	\$ 7,000.00	\$ 7,000.00	\$ 10,000.00	\$ 10,000.00	\$ 11,572.90	\$ 11,572.90	\$ 33,500.00	\$ 33,500.00	\$ 15,014.58	\$ 15,014.58
3	Traffic Control	LS	1	\$ 13,000.00	\$ 13,000.00	\$ 3,500.00	\$ 3,500.00	\$ 2,500.00	\$ 2,500.00	\$ 1,903.01	\$ 1,903.01	\$ 18,250.00	\$ 18,250.00	\$ 7,830.60	\$ 7,830.60
4	Utility Potholing	Residents	24	\$ 350.00	\$ 8,400.00	\$ 350.00	\$ 8,400.00	\$ 300.00	\$ 7,200.00	\$ 181.57	\$ 4,357.68	\$ 300.00	\$ 7,200.00	\$ 296.31	\$ 7,111.54
5	Remove and Replace Curb and Gutter	LF	104	\$ 12.00	\$ 1,248.00	\$ 39.00	\$ 4,056.00	\$ 55.00	\$ 5,720.00	\$ 41.00	\$ 4,264.00	\$ 15.00	\$ 1,560.00	\$ 32.40	\$ 3,369.60
6	Remove Concrete Sidewalk and Aprons (6-inch)	SY	40	\$ 20.00	\$ 800.00	\$ 15.00	\$ 600.00	\$ 72.00	\$ 2,880.00	\$ 27.00	\$ 1,080.00	\$ 20.00	\$ 800.00	\$ 30.80	\$ 1,232.00
Earthwork															
7	Road Earthwork – Cut/Fill	CY	525	\$ 58.00	\$ 30,450.00	\$ 19.00	\$ 9,975.00	\$ 50.00	\$ 26,250.00	\$ 30.00	\$ 15,750.00	\$ 58.00	\$ 30,450.00	\$ 43.00	\$ 22,575.00
8	Roadbase Subgrade	CY	250	\$ 67.00	\$ 16,750.00	\$ 20.00	\$ 5,000.00	\$ 70.00	\$ 17,500.00	\$ 33.00	\$ 8,250.00	\$ 62.00	\$ 15,500.00	\$ 50.40	\$ 12,600.00
9	Roadbase 2.5-foot Gravel Shouldering	LF	800	\$ 5.00	\$ 4,000.00	\$ 6.00	\$ 4,800.00	\$ 8.00	\$ 6,400.00	\$ 5.17	\$ 4,136.00	\$ 3.00	\$ 2,400.00	\$ 5.43	\$ 4,347.20
Concrete															
10	Concrete Pavement (6-inch)	SY	1200	\$ 66.00	\$ 79,200.00	\$ 73.00	\$ 87,600.00	\$ 58.50	\$ 70,200.00	\$ 58.50	\$ 70,200.00	\$ 89.00	\$ 106,800.00	\$ 69.00	\$ 82,800.00
11	Concrete Sidewalk (6-inch)	SY	26	\$ 95.00	\$ 2,470.00	\$ 73.00	\$ 1,898.00	\$ 58.50	\$ 1,521.00	\$ 67.50	\$ 1,755.00	\$ 89.00	\$ 2,314.00	\$ 76.60	\$ 1,991.60
12	Concrete Pavement (10-inch) (High Early)	SY	50	\$ 175.00	\$ 8,750.00	\$ 83.00	\$ 4,150.00	\$ 99.00	\$ 4,950.00	\$ 135.00	\$ 6,750.00	\$ 135.00	\$ 6,750.00	\$ 125.40	\$ 6,270.00
Total Project Cost:					\$ 194,068.00		\$ 152,479.00		\$ 175,121.00		\$ 137,993.59		\$ 236,900.00		\$ 179,312.32

Town of Frederick

2021 Concrete and Alleyway Program

Alleyway Locations



DISCLAIMER: There are no representations or warranty, express or implied, concerning the accuracy, quality, likely results or reliability of the use of the information contained in this map. The Town assumes no responsibility for any errors, and is not liable for any damages resulting from the use of, or reliance on, the information contained in this map. Please notify the Town at gis@frederickco.gov of any

**TOWN OF FREDERICK, COLORADO
RESOLUTION NO. 22-R-24**

**A RESOLUTION OF THE TOWN OF FREDERICK, COLORADO, TO AWARD
A CONTRACT FOR THE 2022 CONCRETE AND ALLEYWAY
MAINTENANCE PROGRAM AND AUTHORIZING THE TOWN MANAGER
TO EXECUTE THE CONTRACT**

WHEREAS, in accordance with Chapter 4 Article V, the Town has solicited bids for the 2022 Concrete and Alleyway Maintenance Program; and,

WHEREAS, the Board of Trustees finds that the lowest responsible bidder for this contract award is Stone & Concrete, Inc.

**NOW THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE
TOWN OF FREDERICK, COLORADO, AS FOLLOWS:**

1. The Board of Trustees accepts the bid of Stone & Concrete, Inc. in the amount of \$137,993.59 as the lowest responsible bid for the 2022 Concrete and Alleyway Maintenance Program as reflected in the accompanied Action Memorandum and authorizes the Town Manager to sign a contract, subject to finalization and review by the Town Attorney that is substantively the same as the attached Exhibit A.

INTRODUCED, READ, PASSED, AND SIGNED THIS 22nd DAY OF MARCH, 2022.

TOWN OF FREDERICK

By: _____
Tracie Crites, Mayor

ATTEST:

By: _____
Meghan C. Martinez, MMC, Town Clerk



TOWN OF FREDERICK BOARD OF TRUSTEES ACTION MEMORANDUM

Tracie Crites, Mayor

Dan March, Mayor Pro Tem
Mark Lamach, Trustee
Adam Mahan, Trustee

Rusty O'Neal, Trustee
Kevin Brown, Trustee
Windi Padia, Trustee

Consider Awarding a Contract for the Colorado Boulevard & Tipple Parkway Intersection Improvement Project

Agenda Date: Town Board Meeting – March 22, 2022

Attachments:

- a. Bid Tabulation from Contractors
- b. Construction Plan Sheet - Project Overview
- c. Resolution 22-R-25

Finance Review:

Finance Director

Submitted by:

Jason Berg _____
Civil Engineer I

Approved for Presentation:

 _____
Town Manager

☐ Quasi-Judicial

☐ Legislative

☒ Administrative

Strategic Plan Alignment:

Strategic, Reliable & Sustainable Infrastructure: This request aligns with the Town's Strategic Plan by investing in existing and future transportation.

Summary Statement:

Bids for the Colorado Boulevard & Tipple Parkway Intersection Improvement project were opened on March 9, 2022 and staff is providing a recommendation for the award of this project to the lowest responsible bidder.

Built on What Matters.

Detail of Issue/Request:

As part of the Town of Frederick's first Transportation Master Plan (TMP), the consultant team from Felsburg, Holt and Ullevig (FHU) provided recommended transportation improvement project lists. One of the key short-term strategies of the recommendations focused on improved intersection operations and added capacity at priority corridors. With this the intersection of Colorado Boulevard and Tipple Parkway was recognized by FHU and the TMP Planning Action Committee (PAC) as the area of highest need for the Town of Frederick.

The design phase of Colorado Boulevard and Tipple Parkway intersection improvements was awarded to Martin/Martin Consulting Engineers and was finalized in December of 2021. The intersection improvements provided the ultimate roadway design, including; the installation of additional auxiliary acceleration and deceleration turn lanes, striping, signage and new traffic signals and signal timing to handle the five-lane configuration at the intersection for improved traffic operations. Also included are the installation of new ADA curb ramps, sidewalk connections and pedestrian crossing controls for increased multimodal public safety on a primary route for students traveling to and from Frederick High School. Finally, improved drainage in the area as these items currently do not exist on the northern portion of the intersection and would involve the installation of curb and gutter and other drainage infrastructure.

The Invitation to Bid for the construction of the Colorado Boulevard and Tipple Parkway intersection was issued February 14, 2022 and advertised two consecutive weeks. The bid opening was March 9, 2022. Three bids were received; staff reviewed the bids, each of the contractor's qualifications and contacted references.

Staff is recommending this contract award to local contractor DeFalco Construction Company as the lowest qualified bidder.

Legal/Political Considerations:

Staff followed the Town's Purchasing Manual procedures. The Town Attorney has drafted the resolution.

Alternatives/Options:

The Town has the option of awarding the contract for this work to the lowest responsible bidder, to negotiate with the lowest responsible bidder, to reject any and all quotes and not proceed with the intersection improvement project this year, or re-bid a different contract scope with budgeted funds.

Financial Considerations:

The project amount of \$1,655,221.65 for these maintenance improvements is drawn from Capital Improvement Project (CIP) Fund for which \$1,000,000 was budgeted in 2022. An additional \$457,280 is remaining in the CIP Fund from that budgeted in 2021 for these intersection improvements. With the total budgeted CIP Fund amount of \$1,457,280 for Colorado Boulevard and Tipple Parkway Intersection Improvements.

The Town's Water Fund and Stormwater Fund can also be utilized for portions of the project as the intersection construction will incorporate improvements to each infrastructure. Project water items

include, the elevation adjustment of water valve boxes or replacement as required, relocation of existing raw water line infrastructure and relocation of an existing fire hydrant. These improvements totaling approximately \$20,000. Project stormwater items include; the addition of curb and gutter in all four quadrants of the intersection with the installation of riprap protection at curb and gutter to swale transitions, the installation of a Type-R street inlet with associated stormwater reinforced concrete pipe (RCP) and flared end section (FES) at the outlet to the detention pond with the installation of new riprap outlet protection as well as erosion control measures throughout the course of the project. These improvements totaling approximately \$259,000.

Additionally, the Town's 2022 Colorado Boulevard Mill & Overlay project, with a contract amount of \$1,271,275, was \$328,725 under budget. These Colorado Boulevard improvements share an overlapping project area with the Colorado Boulevard and Tipple Parkway Intersection Improvement project and are also incorporated within the CIP Fund could provide additional funds to meet any deficit.

Staff Recommendation:

Staff recommends that the Board award the contract to and approve the attached Resolution 22-R-25.

Bid Summary
Colorado Boulevard & Tipple Parkway Intersection Improvement

BID SCHEDULE				Zak Dirt, Inc.		DeFalco Construction Company		Goodland Construction, Inc.		Bid Average	
Item		Unit	Quantity	Cost	Extension	Cost	Extension	Cost	Extension	Cost	Extension
Site Work											
1	MOBILIZATION	LS	1	\$ 100,000.00	\$ 100,000.00	\$ 77,343.25	\$ 77,343.25	\$ 155,000.00	\$ 155,000.00	\$ 110,781.08	\$ 116,171.63
2	CLEARING AND GRUBBING	LS	1	\$ 15,000.00	\$ 15,000.00	\$ 11,638.00	\$ 11,638.00	\$ 6,500.00	\$ 6,500.00	\$ 11,046.00	\$ 9,069.00
3	REMOVAL OF TREE	EACH	1	\$ 1,000.00	\$ 1,000.00	\$ 1,388.63	\$ 1,388.63	\$ 650.00	\$ 650.00	\$ 1,012.88	\$ 1,019.32
4	REMOVAL OF RIPRAP	SY	423	\$ 12.00	\$ 5,076.00	\$ 10.20	\$ 4,314.60	\$ 20.00	\$ 8,460.00	\$ 14.07	\$ 6,387.30
5	REMOVAL OF FIRE HYDRANT	EACH	1	\$ 2,500.00	\$ 2,500.00	\$ 1,494.43	\$ 1,494.43	\$ 4,500.00	\$ 4,500.00	\$ 2,831.48	\$ 2,997.22
6	REMOVAL OF PIPE	LF	64	\$ 25.00	\$ 1,600.00	\$ 30.58	\$ 1,957.12	\$ 35.00	\$ 2,240.00	\$ 30.19	\$ 2,098.56
7	REMOVAL OF SIDEWALK	SY	431	\$ 10.00	\$ 4,310.00	\$ 6.01	\$ 2,590.31	\$ 18.00	\$ 7,758.00	\$ 11.34	\$ 5,174.16
8	REMOVAL OF CURB	LF	61	\$ 12.00	\$ 732.00	\$ 16.91	\$ 1,031.51	\$ 7.00	\$ 427.00	\$ 11.97	\$ 729.26
9	REMOVAL OF CURB AND GUTTER	LF	386	\$ 7.00	\$ 2,702.00	\$ 10.69	\$ 4,126.34	\$ 7.00	\$ 2,702.00	\$ 8.23	\$ 3,414.17
10	REMOVAL OF CONCRETE CURB RAMP	SY	15	\$ 30.00	\$ 450.00	\$ 21.60	\$ 324.00	\$ 20.00	\$ 300.00	\$ 23.87	\$ 312.00
11	REMOVAL OF ASPHALT MAT	SY	1,771	\$ 25.00	\$ 44,275.00	\$ 10.35	\$ 18,329.85	\$ 9.20	\$ 16,293.20	\$ 14.85	\$ 17,311.53
12	REMOVAL OF ASPHALT MAT (PLANING)	SY	5,226	\$ 3.00	\$ 15,678.00	\$ 2.30	\$ 12,019.80	\$ 2.36	\$ 12,333.36	\$ 2.55	\$ 12,176.58
13	REMOVAL OF GROUND SIGN	EACH	4	\$ 300.00	\$ 1,200.00	\$ 201.25	\$ 805.00	\$ 150.00	\$ 600.00	\$ 217.08	\$ 702.50
14	REMOVAL OF SERVICE METER CABINET	EACH	1	\$ 1,200.00	\$ 1,200.00	\$ 402.50	\$ 402.50	\$ 1,000.00	\$ 1,000.00	\$ 867.50	\$ 701.25
15	REMOVAL OF PULL BOX	EACH	4	\$ 250.00	\$ 1,000.00	\$ 96.60	\$ 386.40	\$ 177.00	\$ 708.00	\$ 174.53	\$ 547.20
16	REMOVAL OF TRAFFIC SIGNAL POLE	EACH	4	\$ 2,000.00	\$ 8,000.00	\$ 1,529.50	\$ 6,118.00	\$ 1,677.00	\$ 6,708.00	\$ 1,735.50	\$ 6,413.00
17	REMOVAL OF MAST ARM	EACH	4	\$ 2,000.00	\$ 8,000.00	\$ 432.40	\$ 1,729.60	\$ 1,677.00	\$ 6,708.00	\$ 1,369.80	\$ 4,218.80
18	REMOVAL OF TRAFFIC SIGNAL CONTROLLER AND CABINET	EACH	1	\$ 1,400.00	\$ 1,400.00	\$ 1,079.85	\$ 1,079.85	\$ 1,177.00	\$ 1,177.00	\$ 1,218.95	\$ 1,128.43
19	REMOVAL OF FENCE	LF	153	\$ 6.00	\$ 918.00	\$ 4.82	\$ 737.46	\$ 22.00	\$ 3,366.00	\$ 10.94	\$ 2,051.73
20	CLEAN CULVERT	EACH	5	\$ 3,500.00	\$ 17,500.00	\$ 1,296.05	\$ 6,480.25	\$ 1,500.00	\$ 7,500.00	\$ 2,098.68	\$ 6,990.13
21	UNCLASSIFIED EXCAVATION (COMPLETE IN PLACE)	CY	4,383	\$ 18.00	\$ 78,894.00	\$ 20.66	\$ 90,552.78	\$ 45.00	\$ 197,235.00	\$ 27.89	\$ 143,893.89
22	POTHOLING	HR	40	\$ 400.00	\$ 16,000.00	\$ 212.75	\$ 8,510.00	\$ 395.00	\$ 15,800.00	\$ 335.92	\$ 12,155.00
23	TOPSOIL	CY	161	\$ 25.00	\$ 4,025.00	\$ 40.48	\$ 6,517.28	\$ 75.00	\$ 12,075.00	\$ 46.83	\$ 9,296.14
24	EROSION CONTROL	LS	1	\$ 55,000.00	\$ 55,000.00	\$ 105,134.05	\$ 105,134.05	\$ 35,000.00	\$ 35,000.00	\$ 65,044.68	\$ 70,067.03
25	RESET DELINEATOR	EACH	12	\$ 130.00	\$ 1,560.00	\$ 106.95	\$ 1,283.40	\$ 150.00	\$ 1,800.00	\$ 128.98	\$ 1,541.70
26	RESET LIGHT STANDARDS	EACH	2	\$ 7,000.00	\$ 14,000.00	\$ 2,321.85	\$ 4,643.70	\$ 5,885.00	\$ 11,770.00	\$ 5,068.95	\$ 8,206.85
27	RESET GROUND SIGN	EACH	8	\$ 300.00	\$ 2,400.00	\$ 201.25	\$ 1,610.00	\$ 206.00	\$ 1,648.00	\$ 235.75	\$ 1,629.00
28	RESET SIGN PANEL	EACH	8	\$ 350.00	\$ 2,800.00	\$ 265.65	\$ 2,125.20	\$ 275.00	\$ 2,200.00	\$ 296.88	\$ 2,162.60
29	RESET SIGN STRUCTURE (SPECIAL)	EACH	2	\$ 3,250.00	\$ 6,500.00	\$ 1,674.40	\$ 3,348.80	\$ 1,715.00	\$ 3,430.00	\$ 2,213.13	\$ 3,389.40
30	ADJUST VALVE BOX	EACH	5	\$ 500.00	\$ 2,500.00	\$ 396.75	\$ 1,983.75	\$ 650.00	\$ 3,250.00	\$ 515.58	\$ 2,616.88
31	ADJUST WATER METER	EACH	1	\$ 3,500.00	\$ 3,500.00	\$ 760.44	\$ 760.44	\$ 1,100.00	\$ 1,100.00	\$ 1,786.81	\$ 930.22
32	ADJUST MANHOLE	EACH	6	\$ 600.00	\$ 3,600.00	\$ 740.60	\$ 4,443.60	\$ 950.00	\$ 5,700.00	\$ 763.53	\$ 5,071.80
33	SEEDING (NATIVE)	AC	0	\$ 2,800.00	\$ 560.00	\$ 2,300.00	\$ 460.00	\$ 10,000.00	\$ 2,000.00	\$ 5,033.33	\$ 1,230.00
34	HUMATE	LB	200	\$ 1.50	\$ 300.00	\$ 1.15	\$ 230.00	\$ 35.00	\$ 7,000.00	\$ 12.55	\$ 3,615.00
35	MULCHING	AC	0	\$ 2,800.00	\$ 560.00	\$ 2,300.00	\$ 460.00	\$ 10,000.00	\$ 2,000.00	\$ 5,033.33	\$ 1,230.00
36	AGGREGATE BASE COURSE (CLASS 6)	CY	1,514	\$ 100.00	\$ 151,400.00	\$ 61.92	\$ 93,746.88	\$ 55.00	\$ 83,270.00	\$ 72.31	\$ 88,508.44
37	HOT MIX ASPHALT (GRADING S)(75)(PG64-22)	TON	1,331	\$ 145.00	\$ 192,995.00	\$ 116.73	\$ 155,367.63	\$ 124.50	\$ 165,709.50	\$ 128.74	\$ 160,538.57
38	HOT MIX ASPHALT (GRADING SX)(75)(PG64-22)	TON	1,251	\$ 120.00	\$ 150,120.00	\$ 97.75	\$ 122,285.25	\$ 105.00	\$ 131,355.00	\$ 107.58	\$ 126,820.13
39	CONCRETE PAVEMENT (10-INCH)	SY	55	\$ 195.00	\$ 10,725.00	\$ 113.68	\$ 6,252.40	\$ 250.00	\$ 13,750.00	\$ 186.23	\$ 10,001.20
40	RIPRAP (9-INCH)	CY	2	\$ 550.00	\$ 1,100.00	\$ 796.81	\$ 1,593.62	\$ 250.00	\$ 500.00	\$ 532.27	\$ 1,046.81
41	RIPRAP (12-INCH)	CY	32	\$ 175.00	\$ 5,600.00	\$ 102.49	\$ 3,279.68	\$ 350.00	\$ 11,200.00	\$ 209.16	\$ 7,239.84
42	24-INCH REINFORCED CONCRETE PIPE (CLASS 5)	LF	16	\$ 150.00	\$ 2,400.00	\$ 121.34	\$ 1,941.44	\$ 300.00	\$ 4,800.00	\$ 190.45	\$ 3,370.72

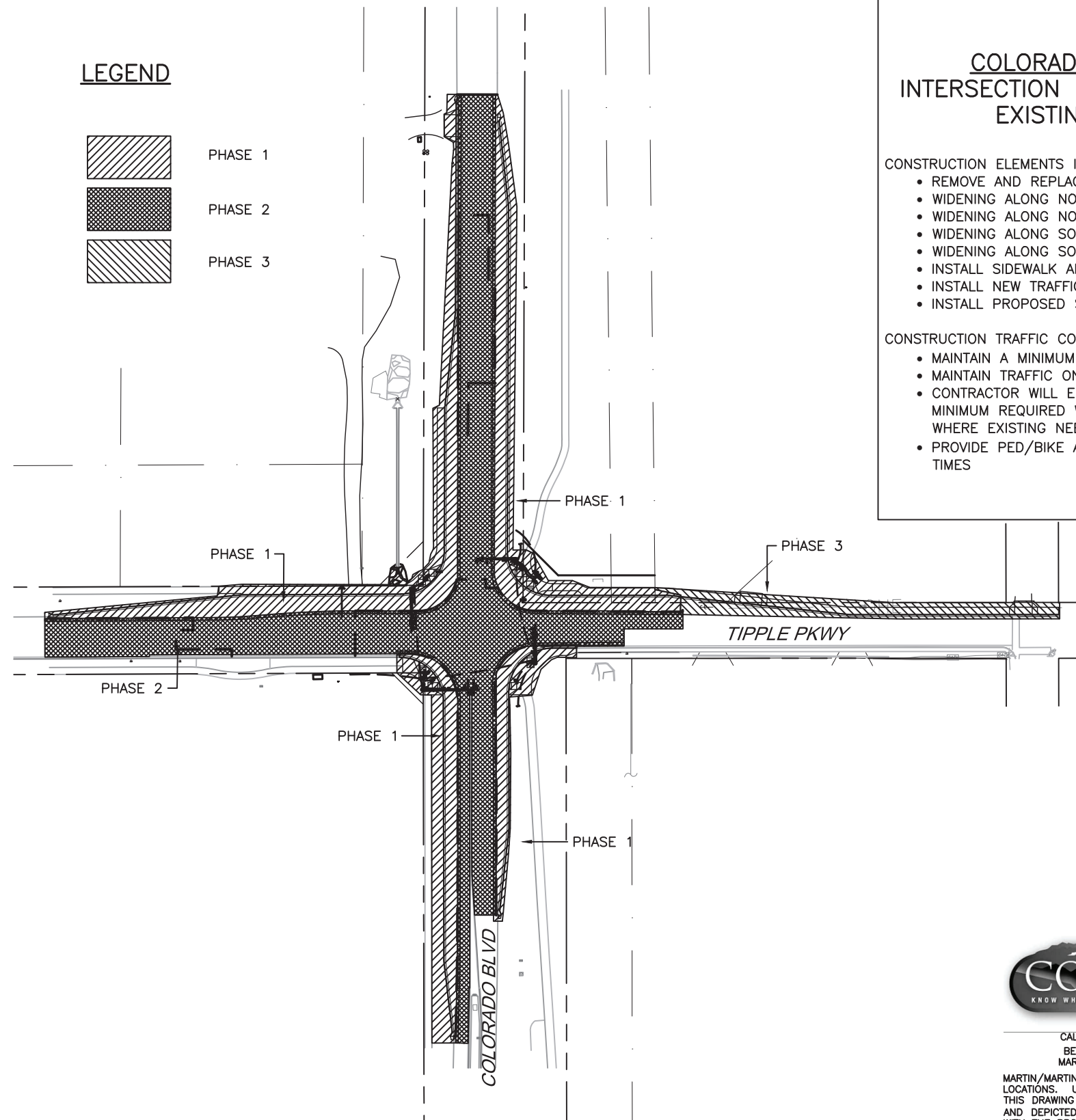
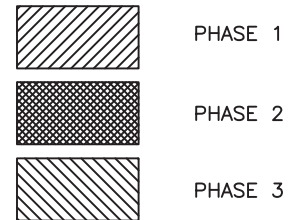
43	23X14 INCH REINFORCED CONCRETE PIPE ELLIPTICAL (COMPLETE IN PLACE)	LF	171	\$ 130.00	\$ 22,230.00	\$ 136.84	\$ 23,399.64	\$ 190.00	\$ 32,490.00	\$ 152.28	\$ 27,944.82
44	24-INCH REINFORCED CONCRETE END SECTION	EACH	1	\$ 2,200.00	\$ 2,200.00	\$ 1,886.55	\$ 1,886.55	\$ 4,500.00	\$ 4,500.00	\$ 2,862.18	\$ 3,193.28
45	MANHOLE SPECIAL (5-FOOT)	EACH	1	\$ 9,000.00	\$ 9,000.00	\$ 6,910.06	\$ 6,910.06	\$ 11,000.00	\$ 11,000.00	\$ 8,970.02	\$ 8,955.03
46	INLET TYPE R L 15 (15-FOOT)	EACH	1	\$ 19,000.00	\$ 19,000.00	\$ 11,095.77	\$ 11,095.77	\$ 18,000.00	\$ 18,000.00	\$ 16,031.92	\$ 14,547.89
47	FENCE BARBED WIRE WITH METAL POSTS	LF	100	\$ 25.00	\$ 2,500.00	\$ 14.64	\$ 1,464.00	\$ 35.00	\$ 3,500.00	\$ 24.88	\$ 2,482.00
48	CONCRETE SIDEWALK (6-INCH)	SY	746	\$ 80.00	\$ 59,680.00	\$ 62.74	\$ 46,804.04	\$ 95.40	\$ 71,168.40	\$ 79.38	\$ 58,986.22
49	CONCRETE CURB RAMP	SY	171	\$ 210.00	\$ 35,910.00	\$ 147.27	\$ 25,183.17	\$ 215.00	\$ 36,765.00	\$ 190.76	\$ 30,974.09
50	CURB AND GUTTER TYPE 2 (SECTION-VARIABLE)	LF	54	\$ 95.00	\$ 5,130.00	\$ 44.68	\$ 2,412.72	\$ 35.10	\$ 1,895.40	\$ 58.26	\$ 2,154.06
51	VERTICAL CURB AND GUTTER CATCH PAN	LF	2,299	\$ 52.00	\$ 119,548.00	\$ 38.18	\$ 87,775.82	\$ 32.00	\$ 73,568.00	\$ 40.73	\$ 80,671.91
52	2-INCH ELECTRICAL CONDUIT	LF	555	\$ 40.00	\$ 22,200.00	\$ 25.30	\$ 14,041.50	\$ 31.80	\$ 17,649.00	\$ 32.37	\$ 15,845.25
53	3-INCH ELECTRICAL CONDUIT	LF	1,003	\$ 40.00	\$ 40,120.00	\$ 31.05	\$ 31,143.15	\$ 34.15	\$ 34,252.45	\$ 35.07	\$ 32,697.80
54	PULL BOX TYPE 1	EACH	6	\$ 1,800.00	\$ 10,800.00	\$ 1,370.80	\$ 8,224.80	\$ 1,415.00	\$ 8,490.00	\$ 1,528.60	\$ 8,357.40
55	PULL BOX TYPE 2	EACH	4	\$ 1,900.00	\$ 7,600.00	\$ 2,040.10	\$ 8,160.40	\$ 1,489.00	\$ 5,956.00	\$ 1,809.70	\$ 7,058.20
56	WIRING	LS	1	\$ 32,000.00	\$ 32,000.00	\$ 17,179.85	\$ 17,179.85	\$ 47,650.00	\$ 47,650.00	\$ 32,276.62	\$ 32,414.93
57	LUMINAIRE (INSTALL ONLY)	EACH	4	\$ 320.00	\$ 1,280.00	\$ 264.50	\$ 1,058.00	\$ 271.00	\$ 1,084.00	\$ 285.17	\$ 1,071.00
58	SERVICE METER CABINET	EACH	1	\$ 15,000.00	\$ 15,000.00	\$ 7,976.40	\$ 7,976.40	\$ 9,415.00	\$ 9,415.00	\$ 10,797.13	\$ 8,695.70
59	SIGN PANEL (CLASS I)	SF	81	\$ 40.00	\$ 3,240.00	\$ 32.20	\$ 2,608.20	\$ 32.95	\$ 2,677.19	\$ 35.05	\$ 2,642.70
60	STEEL SIGN POST (2X2 INCH TUBING)	LF	126	\$ 52.00	\$ 6,552.00	\$ 42.55	\$ 5,361.30	\$ 43.55	\$ 5,487.30	\$ 46.03	\$ 5,424.30
61	SIGNAL HEAD BACKPLATES	EACH	8	\$ 270.00	\$ 2,160.00	\$ 194.35	\$ 1,554.80	\$ 230.00	\$ 1,840.00	\$ 231.45	\$ 1,697.40
62	PEDESTRIAN SIGNAL FACE (16)(COUNTDOWN)	EACH	8	\$ 1,000.00	\$ 8,000.00	\$ 871.70	\$ 6,973.60	\$ 845.00	\$ 6,760.00	\$ 905.57	\$ 6,866.80
63	TRAFFIC SIGNAL FACE (12-12-12)	EACH	8	\$ 1,400.00	\$ 11,200.00	\$ 806.15	\$ 6,449.20	\$ 1,171.00	\$ 9,368.00	\$ 1,125.72	\$ 7,908.60
64	TRAFFIC SIGNAL FACE (12-12-12-12)	EACH	4	\$ 1,800.00	\$ 7,200.00	\$ 1,238.55	\$ 4,954.20	\$ 1,500.00	\$ 6,000.00	\$ 1,512.85	\$ 5,477.10
65	TRAFFIC SIGNAL FACE (12-12-12-12-12)	EACH	4	\$ 1,800.00	\$ 7,200.00	\$ 1,462.80	\$ 5,851.20	\$ 1,500.00	\$ 6,000.00	\$ 1,587.60	\$ 5,925.60
66	PEDESTRIAN PUSH BUTTON	EACH	8	\$ 600.00	\$ 4,800.00	\$ 347.30	\$ 2,778.40	\$ 506.00	\$ 4,048.00	\$ 484.43	\$ 3,413.20
67	TRAFFIC SIGNAL CONTROLLER AND CABINET	EACH	1	\$ 39,000.00	\$ 39,000.00	\$ 31,429.50	\$ 31,429.50	\$ 32,945.00	\$ 32,945.00	\$ 34,458.17	\$ 32,187.25
68	TRAFFIC SIGNAL-LIGHT POLE STEEL (1-45 FOOT MAST ARM)	EACH	2	\$ 31,000.00	\$ 62,000.00	\$ 30,839.55	\$ 61,679.10	\$ 25,885.00	\$ 51,770.00	\$ 29,241.52	\$ 56,724.55
69	TRAFFIC SIGNAL-LIGHT POLE STEEL (1-50 FOOT MAST ARM)	EACH	1	\$ 33,000.00	\$ 33,000.00	\$ 31,270.80	\$ 31,270.80	\$ 26,500.00	\$ 26,500.00	\$ 30,256.93	\$ 28,885.40
70	TRAFFIC SIGNAL-LIGHT POLE STEEL (1-65 FOOT MAST ARM)	EACH	1	\$ 46,000.00	\$ 46,000.00	\$ 40,543.25	\$ 40,543.25	\$ 38,825.00	\$ 38,825.00	\$ 41,789.42	\$ 39,684.13
71	TRAFFIC SIGNAL PEDESTAL POLE STEEL (15-FOOT)	EACH	5	\$ 3,800.00	\$ 19,000.00	\$ 4,075.60	\$ 20,378.00	\$ 2,355.00	\$ 11,775.00	\$ 3,410.20	\$ 16,076.50
72	DRILLED CAISSON (18-INCH)	LF	25	\$ 550.00	\$ 13,750.00	\$ 201.25	\$ 5,031.25	\$ 450.00	\$ 11,250.00	\$ 400.42	\$ 8,140.63
73	DRILLED CAISSON (42-INCH)	LF	50	\$ 800.00	\$ 40,000.00	\$ 669.30	\$ 33,465.00	\$ 665.00	\$ 33,250.00	\$ 711.43	\$ 33,357.50
74	DRILLED CAISSON (48-INCH)	LF	21	\$ 840.00	\$ 17,640.00	\$ 677.35	\$ 14,224.35	\$ 715.00	\$ 15,015.00	\$ 744.12	\$ 14,619.68
75	OPTICOM SENSOR	EACH	4	\$ 3,200.00	\$ 12,800.00	\$ 2,658.80	\$ 10,635.20	\$ 2,700.00	\$ 10,800.00	\$ 2,852.93	\$ 10,717.60
76	TELEMETRY (FIELD)	EACH	1	\$ 8,000.00	\$ 8,000.00	\$ 4,589.65	\$ 4,985.65	\$ 6,825.00	\$ 6,825.00	\$ 6,471.55	\$ 5,905.33
77	UNINTERRUPTED POWER SUPPLY	EACH	1	\$ 7,300.00	\$ 7,300.00	\$ 6,145.60	\$ 6,145.60	\$ 6,150.00	\$ 6,150.00	\$ 6,531.87	\$ 6,147.80
78	CAMERA MONITOR (TIPPLE)	EACH	2	\$ 13,000.00	\$ 26,000.00	\$ 11,299.90	\$ 22,599.80	\$ 11,060.00	\$ 11,060.00	\$ 11,786.63	\$ 16,829.90
79	VIDEO MONITOR (COLORADO)	EACH	2	\$ 13,000.00	\$ 26,000.00	\$ 11,299.90	\$ 22,599.80	\$ 11,060.00	\$ 11,060.00	\$ 11,786.63	\$ 16,829.90
80	6-INCH FIRE HYDRANT	EACH	1	\$ 13,000.00	\$ 13,000.00	\$ 14,310.11	\$ 14,310.11	\$ 10,500.00	\$ 10,500.00	\$ 12,603.37	\$ 12,405.06
81	DETOUR PAVEMENT	TON	312	\$ 220.00	\$ 68,640.00	\$ 249.79	\$ 77,934.48	\$ 155.00	\$ 48,360.00	\$ 208.26	\$ 63,147.24
82	CONSTRUCTION SURVEYING	LS	1	\$ 34,000.00	\$ 34,000.00	\$ 29,204.25	\$ 29,204.25	\$ 40,000.00	\$ 40,000.00	\$ 34,401.42	\$ 34,602.13
83	EPOXY PAVEMENT MARKING	GAL	35	\$ 320.00	\$ 11,200.00	\$ 258.75	\$ 9,056.25	\$ 320.00	\$ 11,200.00	\$ 299.58	\$ 10,128.13
84	PREFORMED THERMOPLASTIC PAVEMENT MARKING	SF	1,758	\$ 19.00	\$ 33,402.00	\$ 15.53	\$ 27,301.74	\$ 30.00	\$ 52,740.00	\$ 21.51	\$ 40,020.87
85	TRAFFIC CONTROL	LS	1	\$ 150,000.00	\$ 150,000.00	\$ 90,749.95	\$ 90,749.95	\$ 200,000.00	\$ 200,000.00	\$ 146,916.65	\$ 145,374.98
Total Project Cost:					\$ 2,054,362.00		\$ 1,655,617.65		\$ 2,007,111.80		\$ 1,831,364.73

- \$396.00

+ \$22,120.00

BID SCHEDULE	Zak Dirt, Inc.	DeFalco Construction Company	Goodland Construction, Inc.	Bid Average
Project Bid Amount:	\$2,054,362.00	\$1,655,221.65	\$2,029,231.80	\$1,831,364.73

LEGEND



PHASE 1 COLORADO BLVD/TIPPLE PKWY INTERSECTION IMPROVEMENTS OUTSIDE OF EXISTING PAVEMENT LIMITS

CONSTRUCTION ELEMENTS INCLUDE:

- REMOVE AND REPLACE MEDIAN WITHIN COLORADO BLVD
- WIDENING ALONG NORTHWESTERN QUADRANT OF INTERSECTION
- WIDENING ALONG NORTHEASTERN QUADRANT OF INTERSECTION
- WIDENING ALONG SOUTHWESTERN QUADRANT OF INTERSECTION
- WIDENING ALONG SOUTHEASTERN QUADRANT OF INTERSECTION
- INSTALL SIDEWALK AND PEDESTRIAN RAMPS
- INSTALL NEW TRAFFIC SIGNAL POLES, CONTROLLER AND EQUIPMENT
- INSTALL PROPOSED STORM SEWER

CONSTRUCTION TRAFFIC CONTROL:

- MAINTAIN A MINIMUM 11' LANES IN EACH DIRECTION
- MAINTAIN TRAFFIC ON EXISTING PAVEMENT
- CONTRACTOR WILL ENSURE TEMPORARY ASPHALT WILL MAINTAIN MINIMUM REQUIRED WIDTH ON WIDENED PORTIONS OR OTHER AREAS WHERE EXISTING NEEDS TO BE REMOVED BEFORE FINAL LIFT.
- PROVIDE PED/BIKE ACCESS THROUGHOUT INTERSECTION AT ALL TIMES

PHASE 2 COLORADO BLVD/TIPPLE PKWY INTERSECTION IMPROVEMENTS WITHIN EXISTING PAVEMENT LIMITS

CONSTRUCTION ELEMENTS INCLUDE:

- COMPLETE THE AREAS OF FULL DEPTH RECONSTRUCTION
- MILL EXISTING PAVEMENT
- FINAL PAVING AND OVERLAY
- FINAL GRADING
- FINAL SIGNING AND STRIPING
- ACTIVATE NEW TRAFFIC SIGNAL
- REMOVE EXISTING TRAFFIC SIGNAL
- INSTALL ABBREVIATED WB RIGHT TURN LANE ON TIPPLE PKWY
- INSTALL GRAVEL TRAIL CONNECTION BETWEEN NORTHEASTERN CORNER TO EXISTING SIDEWALK TO THE EAST

CONSTRUCTION TRAFFIC CONTROL:

- MAINTAIN A MINIMUM 11' LANES IN EACH DIRECTION
- MAINTAIN TRAFFIC ON EXISTING AND NEW PAVEMENT INSTALLED IN PHASE 1
- PROVIDE PED/BIKE ACCESS THROUGHOUT INTERSECTION AT ALL TIMES

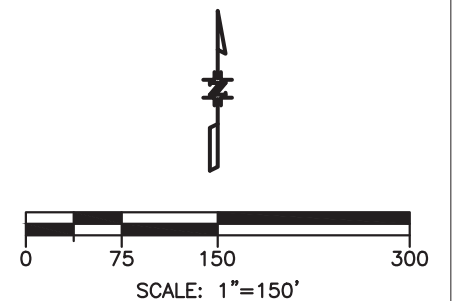
PHASE 3 COLORADO BLVD/TIPPLE PKWY NORTHERN TIPPLE PKWY PEDESTRIAN ACCESS

CONSTRUCTION ELEMENTS INCLUDE:

- INSTALL FULL AUXILIARY WB RIGHT TURN LANE, CURB AND GUTTER AND CONCRETE SIDEWALK BETWEEN NORTHEASTERN CORNER TO EXISTING SIDEWALK TO EAST

CONSTRUCTION TRAFFIC CONTROL:

- MAINTAIN A MINIMUM 11' LANES IN EACH DIRECTION
- MAINTAIN TRAFFIC ON EXISTING AND NEW PAVEMENT INSTALLED IN PHASES 1 AND 2
- PROVIDE PED/BIKE ACCESS THROUGHOUT INTERSECTION AT ALL TIMES



CALL 811 2-BUSINESS DAYS IN ADVANCE
BEFORE YOU DIG, GRADE OR EXCAVATE FOR
MARKING OF UNDERGROUND MEMBER UTILITIES

MARTIN/MARTIN ASSUMES NO RESPONSIBILITY FOR UTILITY LOCATIONS. UNLESS OTHERWISE NOTED, THE UTILITIES SHOWN ON THIS DRAWING ARE BASED ON INFORMATION PROVIDED BY OTHERS AND DEPICTED AS ASCE (38) QUALITY LEVEL D. IN ACCORDANCE WITH THE PROVISIONS OF COLORADO REVISED STATUTE, TITLE 9, IT IS THE CONTRACTORS RESPONSIBILITY TO CALL COLORADO 811 UTILITY LOCATE SERVICE FOR UTILITY LOCATES BEFORE DIGGING, AND FIELD VERIFY THE SIZE, MATERIAL, HORIZONTAL AND VERTICAL LOCATION OF ALL EXISTING UTILITIES (DEPICTED OR NOT DEPICTED) PRIOR TO THE COMMENCEMENT OF ANY CONSTRUCTION.

SUGGESTED CONSTRUCTION PHASING NOTES

1. PLAN IS SUGGESTED CONSTRUCTION PHASING. FINAL PHASING TO BE DETERMINED BY THE CONTRACTOR.

ACCEPTANCE

ALL WORK SHALL BE CONSTRUCTED TO THE TOWN OF FREDERICK STANDARDS AND SPECIFICATIONS. THIS DRAWING HAS BEEN REVIEWED AND FOUND TO BE IN GENERAL COMPLIANCE WITH THE STANDARDS AND SPECIFICATIONS AND OTHER TOWN REQUIREMENTS. THE ENGINEERING DESIGN AND CONCEPT REMAINS THE RESPONSIBILITY OF THE PROFESSIONAL ENGINEER WHOSE STAMP AND SIGNATURE APPEAR HEREON

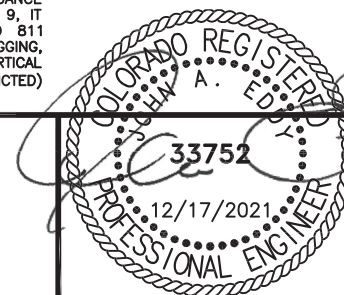
ACCEPTED BY _____ TOWN ENGINEER _____ DATE _____

Print Date: Friday, December 17, 2021
File Name: 20 CONST PHASING

12499 WEST COLFAX AVENUE, LAKEWOOD, COLORADO 80215
MAIN 303.431.6100 MARTINMARTIN.COM

Issue/Revision			
No.	Date:	Comments	Name

Project Manager R. SOLTIS
Design By E. BERNAL
Drawn By E. BERNAL
Principal In Charge W. WILLIS
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TOWN OF FREDERICK
Colorado Blvd & Tipple Pkwy
SUGGESTED CONSTRUCTION PHASING
ISSUE FOR CONSTRUCTION

Project No. 21.0196
Sheet Number: 18
Subset: ----

**TOWN OF FREDERICK, COLORADO
RESOLUTION NO. 22-R-25**

**A RESOLUTION OF THE TOWN OF FREDERICK, COLORADO, TO AWARD
A CONTRACT FOR THE COLORADO BOULEVARD AND TIPPLE
PARKWAY INTERSECTION IMPROVEMENT PROJECT AND
AUTHORIZING THE TOWN MANAGER TO EXECUTE THE CONTRACT**

WHEREAS, in accordance with Chapter 4 Article V, the Town has solicited bids for the Colorado Boulevard and Tipple Parkway Intersection Improvement Project; and,

WHEREAS, the Board of Trustees finds that the lowest responsible bidder for this contract award is DeFalco Construction Company.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF FREDERICK, COLORADO, AS FOLLOWS:

1. The Board of Trustees accepts the bid of DeFalco Construction Company in the amount of \$1,655,221.65 as the lowest responsible bid for the Colorado Boulevard and Tipple Parkway Intersection Improvement Project as reflected in the accompanied Action Memorandum and authorizes the Town Manager to sign a contract, subject to finalization and review by the Town Attorney that is substantively the same as the attached Exhibit A.

INTRODUCED, READ, PASSED, AND SIGNED THIS 22nd DAY OF MARCH, 2022.

TOWN OF FREDERICK

By: _____
Tracie Crites, Mayor

ATTEST:

By: _____
Meghan C. Martinez, MMC, Town Clerk



TOWN OF FREDERICK BOARD OF TRUSTEES ACTION MEMORANDUM

Dan March, Mayor Pro Tem
Mark Lamach, Trustee
Adam Mahan, Trustee

Tracie Crites, Mayor

Rusty O'Neal, Trustee
Kevin Brown, Trustee
Windi Padia, Trustee

2022 Water Efficiency Plan Adoption

Agenda Date: Town Board Meeting – March 22, 2022

Attachments:

- a. 2022 Water Efficiency Plan
- b. Resolution 22-R-26
- c. Letter to Colorado Water Conservation Board

Finance Review:

Administrative Services

Submitted by:

Sarah Watson
Civil Engineer I

Approved for Presentation:


Town Manager

☐ Quasi-Judicial ☐ Legislative ☐ Administrative

Strategic Plan Alignment:

This request aligns with the Town's Strategic, Reliable & Sustainable Infrastructure Goal by identifying programs, opportunities, and strategies to reduce the Town's water demands through water conservation and efficiency. This demand reduction was identified as an element of the Town's 10-Year Water Resources Plan and information from the Water Efficiency Plan has been included in the draft 50-Year Water Resources Plan.

Summary Statement:

The 2022 Water Efficiency Plan presented at a work session November 30th, 2021 is ready for consideration for adoption by the Board. The 60-day public input period has been completed and input has been incorporated into the final plan as necessary. Staff is seeking approval of the Board to adopt the plan.

Built on What Matters.

Detail of Issue/Request:

It is important for the Town to prepare various planning documents and update them as necessary to be good stewards of its water rights. These documents identify plans and programs that the Town should pursue to continue to meet the demands of our customers at a high level of service. Staff recommends for the Town to have Water Resource Plans like the 10-year Plan, Water Efficiency Plan, and 50-year Plan which are complemented by infrastructure plans for both the potable and raw water systems.

The 10-year Water Resources Plan identifies water efficiency, a.k.a. water conservation, as one method to reduce the Town's demands. The water saved through water efficiency can then be used to extend our current portfolio to meet new demands. Staff has proposed to prepare a Potable Water Master Plan in 2022 and an update to the Raw Water Master Plan will follow. After all of these plans are complete staff will monitor the status of implementation of the projects and programs identified within them. As plans and programs are implemented additional staff and resources will be required.

Colorado Revised Statutes Section 37-60-126(1)(b) defines a "covered entity" as one which has a demand of 2,000 AF or more from its customers. Covered entities are required by the Water Conservation Act of 2004 to have an approved Water Efficiency Plan (WEP). In past the Town has rarely provided 2,000 AF of potable water annually. With the increasing number of Town customers, the water delivered will likely be at or above 2,000 AF annually in the future. Covered entities must update their WEP at least every seven (7) years to meet State requirements and they must submit water use and conservation data to the state annually.

The Town prepared a Water Conservation Plan in 2011. The Water Efficiency Plan (WEP) prepared by Element will update and replace the previous plan. The Town has met the conservation goal identified in the 2011 program according to Elements analysis by reducing the Town's metered usage by 18%. This new document identifies programs that staff and our consultant feels should be continued from the 2011 plan and pursued as future programs to implement and provide to customers as good stewards of water.

By maintaining a WEP the Town will meet the covered entity State requirements. Information from the WEP has been incorporated into the 50-year Water Plan document that is under preparation now. Once the Town's WEP is approved and the Town is a covered entity, the Town is able to apply for Water Efficiency Implementation Grants. These grants make funding available to covered entities to help implement the goals and programs identified in the WEP.

The WEP prepared by Element includes a description of the Town, the water system and existing demands in sections 1-3. Section 4 of the plan describes the projected 2030 water savings goals and includes a list of possible water efficiency programs. The goals of the plan are to reduce the indoor demands by 18 AF through fixture replacements and high efficiency appliance use in existing and new development, decrease outdoor water use by 77 AF through conversion of existing service areas to raw water, and decrease water use by an additional 98 AF through other conservation measures and programs targeted at outdoor use. The last goal of the plan is to continue to evaluate programs by cost and water savings to guide how staff operates and maintains conservation programs. The water efficiency programs identified in the plan were discussed by Engineering, Public Works, and Planning staff.

Section 5 includes an implementation and monitoring plan. The implementation plan is broken into year 1, year 2, and year 3+. One new position that will be filled in the future that is important to implementing the programs and managing the plan is a conservation specialist. Another position that is

important to the success of this plan is the Parks and Open Space Director which was filled earlier this year. As staff implements the programs requests will be brought to the Board for funding of the proposed positions and programs for approval. Year 1 includes much of the foundational work that is needed to revise the Town's Codes and Standards to support some of the outdoor conservation programs identified in Section 4 and hiring the new Parks and Open Space Director. Staff will also work towards implementing the programs that can be managed with our current resources like the conversion to AMI water meters, offering rebates, and continuing the Garden in a Box and Slow the Flow audits through partnership with Resource Central. Year 2 includes hiring a water conservation specialist which will continue to progress the implementation of the programs identified in Section 4. This position will also be responsible for maintenance of the WEP. In year 3 the Town will prepare a rate study to analyze the potential and feasibility of changing the water billing structure to a budget billing structure. This is a big change from the existing tiered billing structure and will require much communication and customer engagement prior to and after implementation. This program is projected to save 30 AF which is a significant portion of the total goal. The monitoring plan identifies methods and metrics for the Town to track to identify how successful the project implementation is.

Section 6 of the plan describes the adoption, public review process, and will include the Colorado Water Conservation Board (CWCB) approval of the plan.

Section 7 of the plan describes the State required elements of the plan and how the WEP plan meets those requirements as presented.

This plan was published on the Town's website to collect comments on the plan for 60 days as required by the State. Input from the community was incorporated as Appendix A of the plan. After the Plan is adopted Section 6.2 of the plan will be updated to reflect the adoption and Section 6.3 will be updated with the CWCB approval.

Legal Comments:

The Town is required to have an approved WEP once it provides 2,000 AF or more to our customers annually by the Water Conservation Act of 2004. This plan will be submitted to the Colorado Water Conservation Board for review and approval.

Alternatives/Options:

The Town Board may provide feedback on the proposed plan.

Financial Considerations:

The funds budgeted for this planning effort supports the 10-year plan document and information from the WEP has been included in the draft 50-year Water Plan. Staff will request funding for programs as they are proposed to be implemented.

Staff Recommendation:

Staff recommends the Town Board approve Resolution 22-R-26 adopting the plan and authorizing the Mayor to sign the letter that will be provided to the CWCB with the final Water Efficiency Plan for approval.



WATER EFFICIENCY PLAN TOWN OF FREDERICK

401 LOCUST STREET
FREDERICK, CO 80530
(720) 382-5500

MARCH 3, 2022



401 LOCUST STREET
FREDERICK, CO 80530
(720) 382-5500

WATER EFFICIENCY PLAN TOWN OF FREDERICK

PREPARED BY



ELEMENT
Water Consulting

www.elementwaterinc.com
(303) 481-2365

MARCH 3, 2022

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List of Abbreviations

AF	acre-feet
AFY	acre-feet per year
AMI	advanced metering infrastructure
AMR	automated meter reading
AWC	average winter consumption
AWWA	American Water Works Association
cfs	cubic feet per second
C-BT	Colorado-Big Thompson
CII	Commercial, Industrial, and Institutional
CWCB	Colorado Water Conservation Board
gpcd	gallons per capita per day
kgal	kilo gallons
MF	multi-family

TOWN OF FREDERICK WATER EFFICIENCY PLAN

NISP	Northern Integrated Supply Project
NOAA	National Oceanic and Atmospheric Administration
QWEL	Qualified Water Efficient Landscaper
SF	single-family
WEP	Water Efficiency Plan

Acknowledgements

ELEMENT would like to thank the following Town of Frederick staff who were instrumental in the development of this Water Efficiency Plan:

- Sarah Watson
- Kevin Ash
- Jennifer Simmons
- Maureen Welsh
- Ali van Deutekom
- Sarah Troy
- Kent VanDyne
- Rusty Ribble
- Alex Tristan

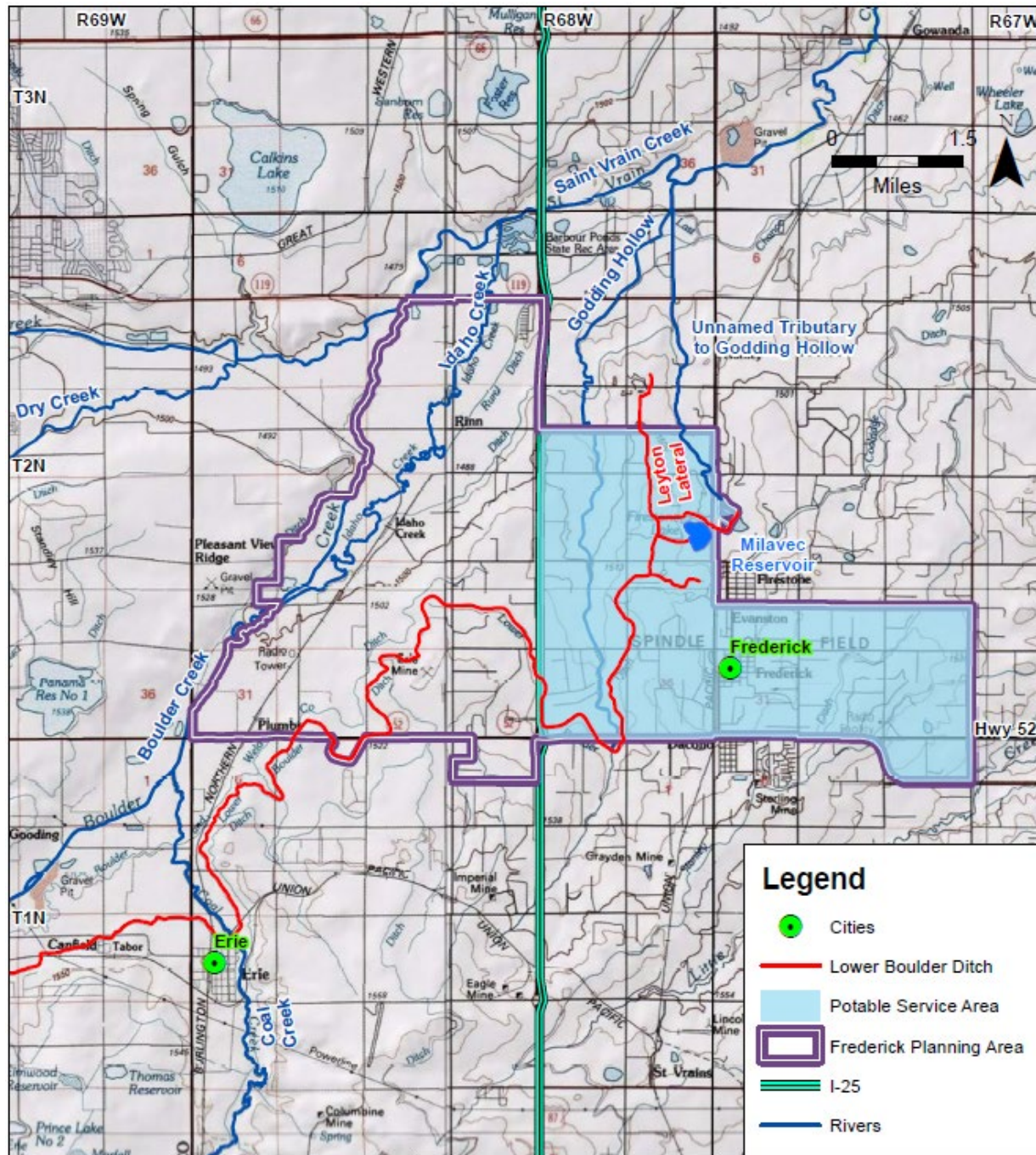
Town staff and ELEMENT would also like to thank Frederick's Board of Trustees for its review and support of the Water Efficiency Plan. It is with your support that the Town of Frederick will continue to thrive and provide a safe and reliable drinking water supply to residents into the future.

- Tracie Crites, Mayor
- Adam Mahan, Trustee
- Dan March, Mayor Pro Tem
- Kevin Brown, Trustee
- Mark Lamach, Trustee
- Windi Padia, Trustee
- Rusty O'Neal, Trustee

1. INTRODUCTION

The Town of Frederick (Frederick or Town herein) is located in southern Weld County, Colorado situated along Interstate 25 (I-25) and generally north of Highway 52 (**Figure 1**). Frederick provides potable water service to residents located east of I-25 as well as raw water to customers throughout the Town's boundaries. The Town has an agreement with Left Hand Water District to supply potable water to properties located west of I-25. The water demands considered as part of this 10-Year Water Resources Plan include potable demands for customers east of I-25 and raw demands throughout the Town's entire "planning area" outlined in the Town's most recent Comprehensive Plan (2016).

Frederick was established in 1907 adjacent to the Denver Pacific Railway because local coal deposits in the "Carbon Valley" area were being used to supply fuel for locomotives. Over time, Frederick's major industry shifted from coal mining to be more diversified with manufacturing, oil and gas operations, and construction. I-25 was completed in 1969 and linked the Carbon Valley with Interstate 70 and the rest of the Front Range region, thereby expanding opportunities for industrial and suburban-styled growth and development. Frederick has been experiencing significant growth, which generally aligns with the job and population growth experienced in recent decades across the Colorado Front Range. Frederick is emerging as a sought-after community that features a high quality of life and local businesses that serve Town residents and attracting an increasing number of Boulder and Denver area commuters.



1.1 BACKGROUND

Frederick is a vibrant and growing community that is committed to serving a safe and reliable water supply to its customers while minimizing waste of this precious resource. The Town's 2021 Municipal Water Efficiency Plan (WEP) provides an update to the Town's 2011 Water Conservation Plan (2011 WCP) and will work in conjunction with other ongoing planning efforts currently being implemented by the Town. Colorado's Water Conservation Act of 2004 requires that water providers in the State of Colorado who annually supply over 2,000 acre-feet per year (AFY) of water to retail

customers (covered entities) are required to submit a water conservation plan for review and approval to the Colorado Water Conservation Board (CWCB) at least every seven years. Although the 2011 WCP was prepared under the Water Conservation Act of 2004 guidelines, the Town only recently exceeded 2,000 AFY of potable water use. The Town has a raw water system for supplying certain irrigation demands; however, this WEP addresses potable water use and savings only. This WEP was prepared under the direction of the Town of Frederick's Engineering Department staff. Input solicited from other Town staff, the Board of Trustees, and Frederick residents was incorporated into this plan.

1.2 RELATIONSHIP WITH OTHER PLANNING EFFORTS

The Town has seen consistent growth in recent years and expects this growth to continue well into the future. In order to meet its current and future customer needs, the Town recognizes that planning for new supplies and implementing demand-side strategies and programs are both critical to provide a safe and reliable potable water supply. At the time of this plan development, the Town is also preparing the following water resources plans:

- **10-Year Water Resources Plan (10-Year Plan):** Prepared to evaluate demand-side and supply-side management options to provide a reliable water supply over the next 10 years. The 10-Year Plan is intended to provide Town residents, staff, and the Board of Trustees with an understanding of current and projected near-term conditions, and to help inform policy decisions related to future planning and development. The 10-Year Plan is based on projected potable and raw demands and water supplies that the Town presently owns or has identified as being likely to be developed over the planning period.
- **Long-Term Water Resources Plan (Long-Term Plan):** Prepared to evaluate the Town's future supply and demand conditions over the next 50 years with a range of population/development conditions, water conservation/efficiency efforts, impacts of climate change, and future supply alternatives including the Northern Integrated Supply Project (NISP). The potential demand reductions evaluated in this WEP are being integrated into the demand projections that are prepared as part of the Long-Term Plan.

Water conservation and efficient water use are critical to the Town's overall water resources toolbox in supporting a reliable water system. The Town's 10-Year Plan analyses indicate that the current reliable supply is not sufficient to meet the Town's potable demands by the end of 2030. The 10-Year Plan introduces demand management¹ as a demand-side strategy for meeting the Town's shorter-term supply needs, evaluating conservation programs alongside new supply purchases. As part of its planning, the Town believes efficiency to be a cost-effective water supply and demand solution for future water conditions. As such, the programs and measures identified in this WEP will support the projected demand reductions used to represent demand management in both the 10-Year Plan and the Long-Term Plan. Water efficiency is fundamental to the Town's integrated water resources approach to maintain a sustainable water future.

2. PROFILE OF EXISTING WATER SUPPLY SYSTEM

The Town serves both potable and non-potable irrigation customers within its service area. The following sections provide an overview of both water supply systems and the primary supply sources

¹ This report uses the terms "demand management", "water conservation", and "water efficiency" interchangeably.

serving the Town's customers. Additional detail can be found in the Town's other water resources planning documents.

2.1 OVERVIEW OF EXISTING WATER SUPPLY SYSTEM

Frederick is a growing community located in southern Weld County adjacent to Interstate 25, generally north of State Highway 52. The Town allows easy access to the Denver and northern Front Range metropolitan areas with excellent views of the Rocky Mountains from the Carbon Valley area. Frederick was established in 1907 and was named after Frederick A. Clark. The Town originally started when a group of mostly Italian immigrants chose to live in Frederick and work in the many coal mines in the area. The Town honors their memory and efforts to establish the Frederick community by celebrating Miners Day once a year. The Town residents combined their finances to purchase Milavec Reservoir at what is now the Frederick Recreational Area when they found the need for a reliable water source. Now the Town is home to thriving small businesses as its population continues to grow.²

The Town's potable water system is currently served almost exclusively by Colorado-Big Thompson (C-BT) supplies that are treated by Central Weld County Water District (Central Weld) and delivered to the Town through a series of master meters. The Town then delivers the treated water to its metered customers, serving approximately 12,030 residents as of the end of 2020. The Town currently provides potable water service to approximately 4,100 customer connections within the Town's potable service area, which is limited to the east side of Interstate 25 (see **Figure 2** below).³ Potable metered account use is read starting around the 20th of each month and billed on a monthly cycle in 1,000-gallon (kgal) increments.

² Information from the Town of Frederick website.

³ Left Hand Water District supplies potable water to residents located west of Interstate 25 through an agreement with the Town.

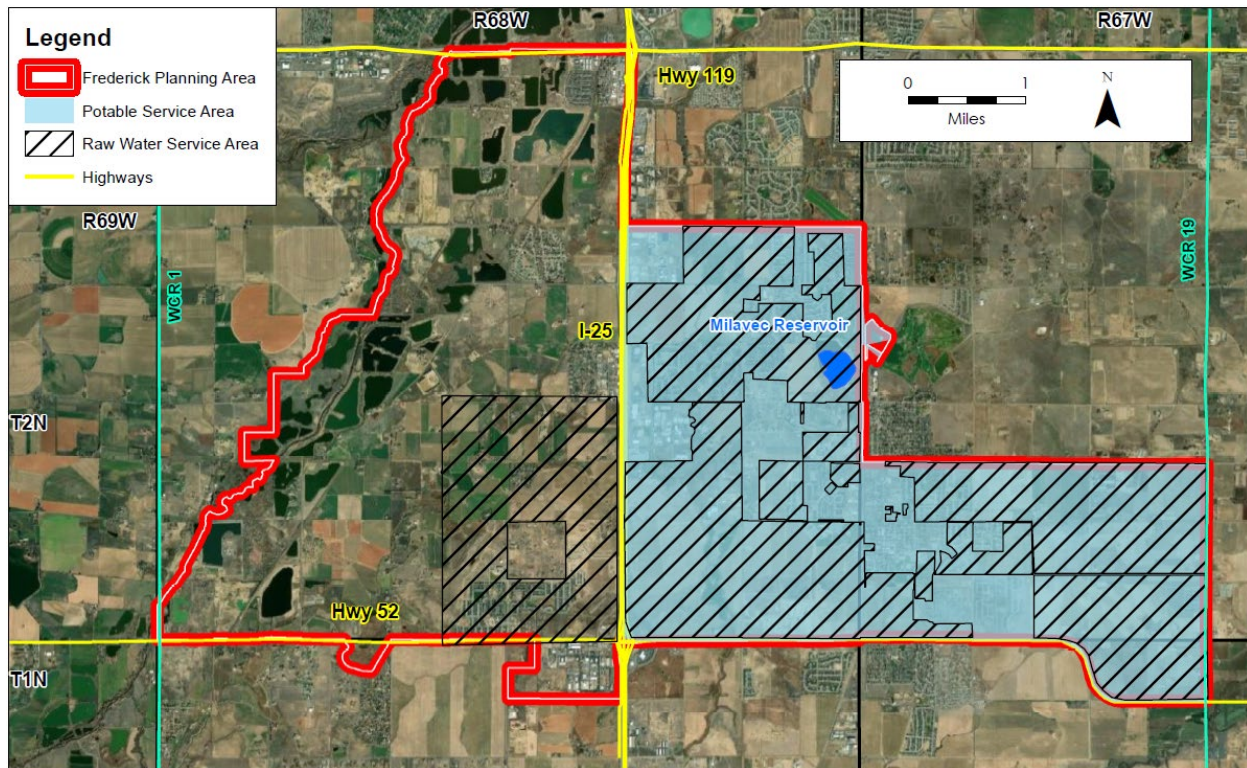


Figure 2. Town of Frederick Potable Service Area.⁴

2.2 WATER SUPPLY

As previously discussed, the Town serves potable water to residents located east of Interstate 25 as well as raw water to customers within the Town's boundaries. Following is an overview of the Town's potable and raw water supplies and additional detail on potential future supplies is available in the Town's other water resources planning documents.

2.2.1 POTABLE WATER SUPPLY

The Town's existing potable water supply is predominantly comprised of C-BT project water; however, the Town began taking delivery of untreated Windy Gap water in 2021. Both C-BT and Windy Gap supplies are treated and delivered to the Town by Central Weld. Central Weld treats the Town's water supplies at the Carter Lake Filter Plant, which is approximately 20 miles northwest of the Town (see **Figure 3**), and then delivers water to the Town's master meters. Under the Town's potable water service agreement with Central Weld, Frederick must provide Central Weld with water in an amount equal to 120% of the volume delivered through the Town's master meters, which is intended to account for system, treatment, delivery, and metering losses (Frederick-Central Weld, 1998). A schematic of the Town's potable water system is provided on **Figure 4**.

⁴ The Town's planning area and potable service area are based on information provided by Town staff.

TOWN OF FREDERICK WATER EFFICIENCY PLAN

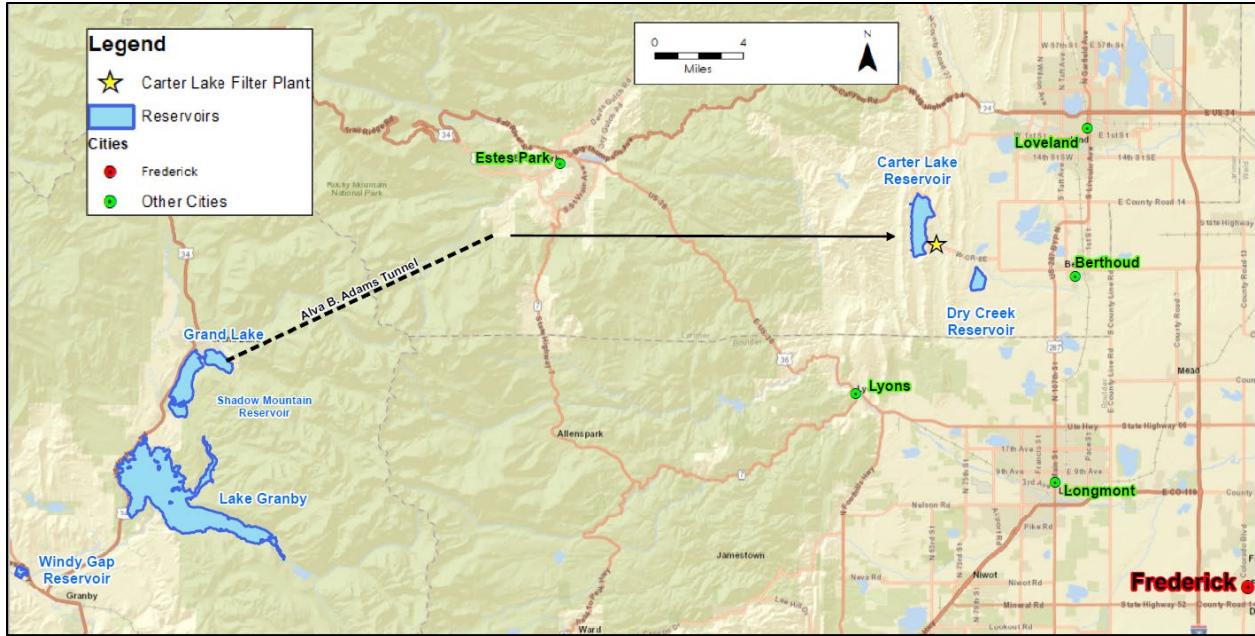


Figure 3: Potable Supply Vicinity Map.

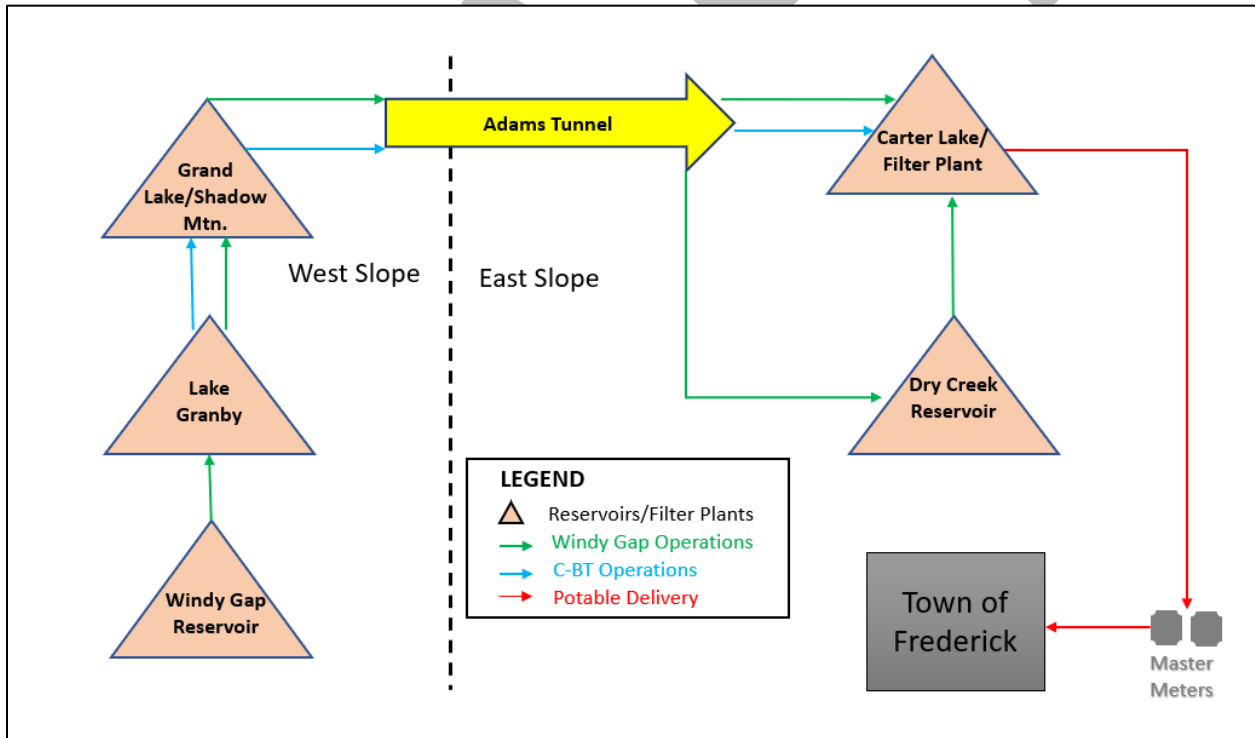


Figure 4: Potable Supply Schematic.

The C-BT project is operated and administered by Northern Colorado Water Conservancy District (Northern Water). Northern Water determines the annual “quota” of C-BT units, which has historically ranged from 0.5 to 1.0 AFY/unit with an average of 0.74 AFY/unit from 1957 – 2020 (Northern Water, 2020). The Town currently owns 4,373 C-BT units, indicating that the total annual supply can range from approximately 2,190 to 4,370 AFY depending on the annual quota and would average approximately 3,240 AFY based on historical conditions.

2.2.2 RAW WATER SUPPLY

The Town operates a raw water system for non-potable irrigation, which is currently supplied with water stored in Milavec Lake, Centennial Irrigation Pond, and Finley No. 1 and No. 2 Irrigation Ponds, and to a limited degree, directly from the Lower Boulder Ditch. Stored supplies are delivered to irrigated lands via gravity and through the Town's pressurized system. The Town plans to expand its raw water system throughout the Town's raw water service area for future irrigation of parks and shared open spaces within new developments (Figure 2 above).

The Town currently utilizes irrigation water rights including Lower Boulder Ditch shares, Coal Ridge Ditch shares, surplus C-BT supplies, and Milavec Reservoir storage to provide raw water supply for irrigation. Additional detail on the Town's raw water supplies is available in the Town's other water resources planning documents.

2.3 WATER SUPPLY RELIABILITY

The Town's current C-BT and Windy Gap supplies are insufficient to meet the projected potable demands through 2030. As detailed in the 10-Year Plan, the Town is implementing four projects to develop a dependable supply portfolio. Two of the projects will increase the Town's potable supplies through the acquisition of additional C-BT and Windy Gap units. The other two projects will decrease the Town's potable demands by a) converting the irrigation supply for up to 18 properties, mostly parks, currently being served by potable water to instead be provided from raw water sources; and b) implementing water conservation and efficiency measures. Through the Long-Term Plan efforts, the Town is developing strategies to provide dependable potable and raw supplies to meet future demands.

3. HISTORICAL AND PROJECTED FUTURE WATER USE

In 2011, the Town prepared a baseline water use analysis in support of its 2011 WCP which relied on water use data through 2010. ELEMENT has prepared a revised historical potable water use analysis for the period of 2013 through 2020, summarized herein, that will be used to support ongoing planning efforts. This period of record and data relied upon is consistent with the Town's 10-Year Plan.

3.1 KEY CHARACTERISTICS OF SERVICE AREA

The Town currently serves treated water to approximately 4,100 customer connections. The Town uses the following customer categories to classify its potable metered and billed water service accounts ("Metered Customer Categories").

- Single-family residential (SF)
- Multi-family residential (MF) – includes mobile home parks.
- Commercial – includes Town municipal accounts.
- Irrigation-only
- Industrial
- Hydrant – hydrant meters are rented for construction and some temporary irrigation use. Water use for hydrant flushing and fire department use is not metered and is not represented in the demand analysis.

All of the Town's customer connections are metered, allowing the water utility to bill customers based on the volume of water used. Potable metered water use is the primary focus for this water efficiency plan, as further described below.

3.2 HISTORICAL WATER USE

Metered potable water use for the period of 2013 through 2020 was evaluated using account-level data and summarized by the Metered Customer Categories. The metered water use data were used to evaluate current water use trends and to prepare representative baseline water use values and factors to support ongoing planning efforts.

Average annual metered water use by Metered Customer Category is shown on **Figure 5** below. SF water use accounts for approximately 75% of the Town's total annual potable water use, followed by commercial at about 11%. Each of the other Metered Customer Categories account for less than 5% of total use.

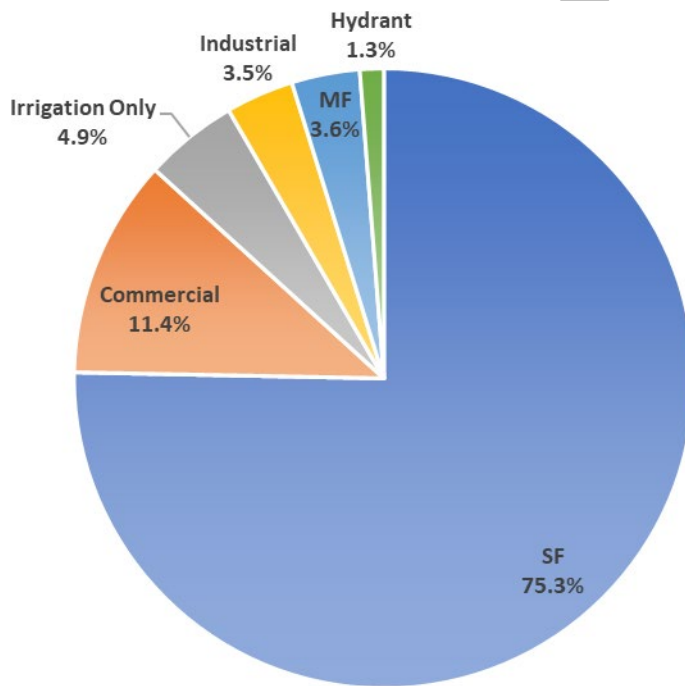


Figure 5. Avg. Annual Water Use Distribution by Metered Customer Category, 2013 – 2020.

The Town's service area population has grown at an average rate of 4% from 2013 – 2020.⁵ Over the same period, potable metered water use has been increasing similarly, except in 2019 when water use dropped before increasing again in 2020 (**Figure 6**).⁶

⁵ Average population growth rate in the Town's service area has been calculated based on the number of homes served as provided by the Town, assuming 2.9 people per home.

⁶ The WEP was prepared with the focus on water savings to potable metered water use because the Town receives its treated water supply through master meters owned and operated by Central Weld.

TOWN OF FREDERICK WATER EFFICIENCY PLAN

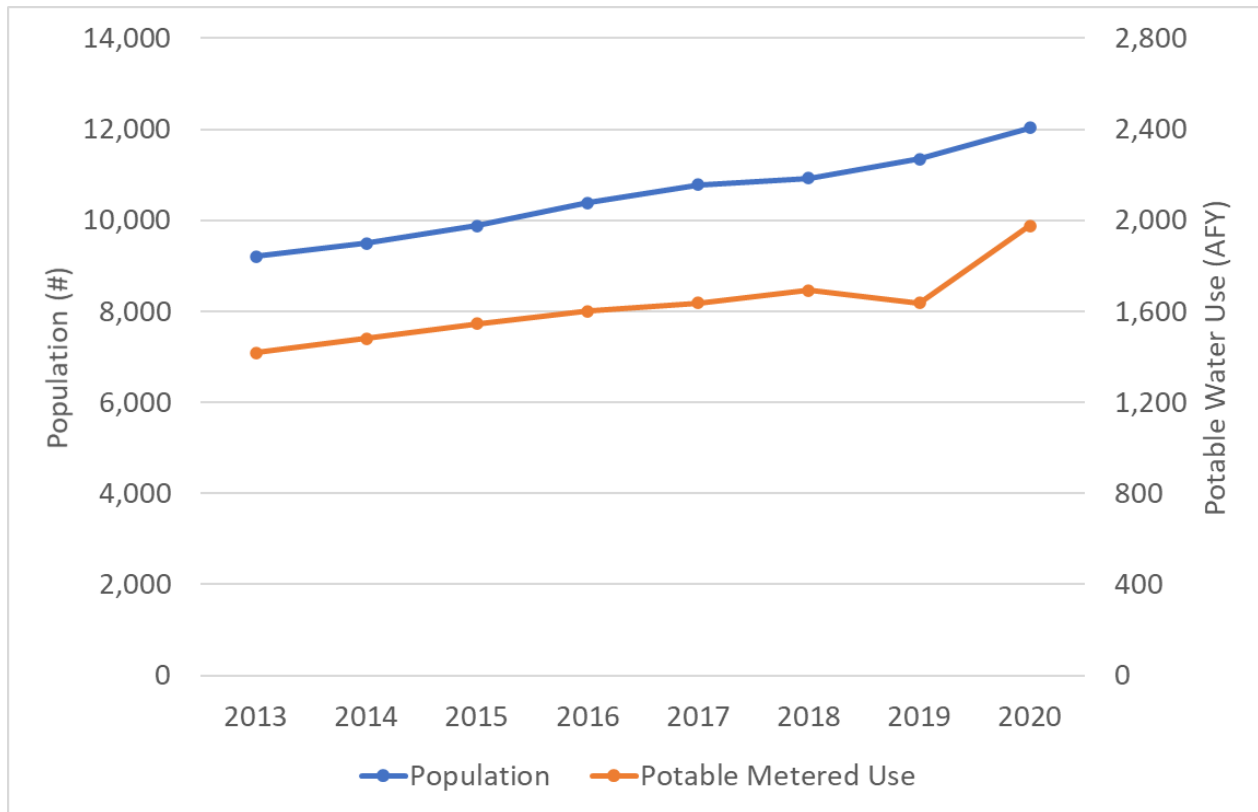


Figure 6: Frederick's Historical Population for Potable Service Area and Potable Use, 2013-2020.

The total potable metered water use for Frederick's system has averaged approximately 1,624 AFY over the analysis period, as shown in **Table 1** below. Total potable water use has generally increased each year over the study period, as would be expected due to population growth. In 2019, the total water use decreased as compared to the prior year, then increased again in 2020. This trend was investigated alongside temperature and precipitation data and was also reviewed with Town staff; however, no clear explanation was identified. Total water use was 1,976 AFY in 2020, which indicates the Town likely has or will soon exceed the threshold of 2,000 AFY to be classified as a "covered entity."⁷ The Town's total water demand including a 20% surcharge to Central Weld has the Town already exceeding this threshold.

⁷ A covered entity is defined in §37-60-126 C.R.S. as a municipality, agency, utility, including any privately owned utility, or other publicly owned with a legal obligation to supply, distribute, or otherwise provide water at retail to domestic, commercial, industrial, or public facility customers, and that has a total demand for such customers of 2,000 acre-feet or more. Colorado's Water Conservation Act of 2004 (HB04-1365) requires all covered entities to have a state approved water efficiency plan containing certain required minimum plan elements.

Table 1. Annual Metered Potable Water Use by Metered Customer Category, AFY.

Customer Type	SF	Commercial	Irrigation Only	Industrial	MF	Hydrant	Total Metered Use
2013	1,086	142	114	47	10	20	1,419
2014	1,115	157	78	55	65	11	1,481
2015	1,177	158	73	53	72	13	1,546
2016	1,224	163	73	57	70	15	1,601
2017	1,254	169	78	62	70	4	1,637
2018	1,272	218	69	64	58	11	1,692
2019	1,181	214	62	63	55	63	1,637
2020	1,474	265	89	61	64	25	1,976
2013-2020 Avg.	1,223	186	79	58	58	20	1,624

3.2.1 INDOOR AND OUTDOOR WATER USE

Indoor and outdoor water use was estimated based on the average winter consumption (AWC) methodology for each Metered Customer Category over the study period. Representative monthly indoor water use was calculated as the average monthly water use for December, January, and February of each year, which assumes that all water use during these months is attributable to indoor uses. As such, actual metered use for December through February was used to represent indoor use for that month and the lesser of the actual monthly metered use and the calculated AWC was used to represent indoor use for all other months. Outdoor monthly water use was then calculated as the total monthly metered water use minus the monthly indoor water use. Note that all potable water use under the irrigation-only and hydrant accounts was assumed to be outdoor use. **Figure 7** shows the average annual indoor and outdoor water use by Metered Customer Category as a percent of the total annual water use. On average, single-family residential had the highest indoor use proportion (43% of total annual water use). As SF is the highest water use Metered Customer Category and outdoor use makes up more than half of that, targeting outdoor SF use presents the largest opportunity for water savings. About 62% of the Town's total potable water use is attributable to outdoor uses (**Table 2**).

TOWN OF FREDERICK WATER EFFICIENCY PLAN

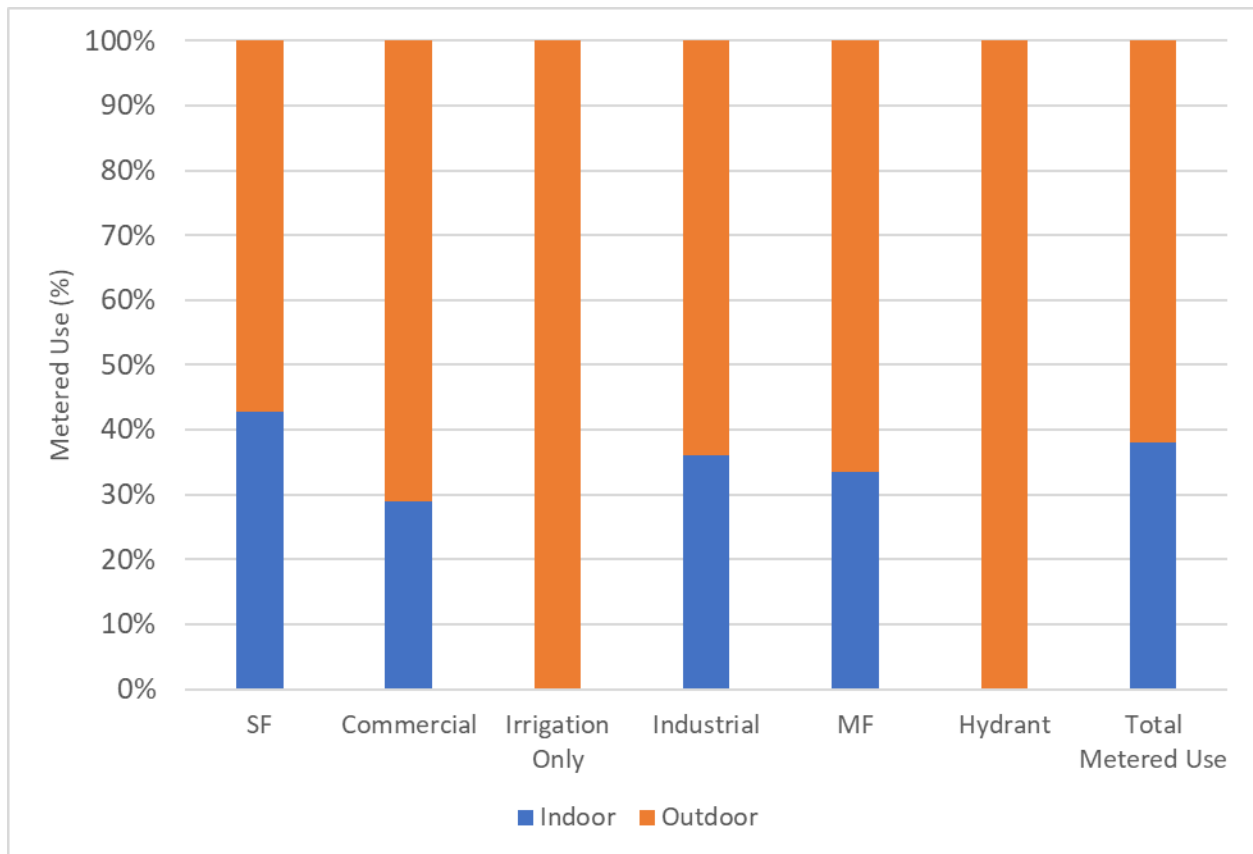


Figure 7. Average Indoor and Outdoor Water Use by Metered Customer Category, 2013 - 2020.

TOWN OF FREDERICK WATER EFFICIENCY PLAN

Table 2: Annual Indoor and Outdoor Potable Water Use by Metered Customer Category, AFY.

Year	SF		Commercial		Irrigation Only		Industrial		MF		Hydrant		Total Potable			
	Indoor	Outdoor	Indoor	Outdoor	Indoor	Outdoor	Indoor	Outdoor	Indoor	Outdoor	Indoor	Outdoor	Indoor	Outdoor	% Indoor	% Outdoor
2013	473	612	45	98	-	114	15	32	8	2	-	20	540	879	38%	62%
2014	482	634	46	111	-	78	16	39	16	49	-	11	559	921	38%	62%
2015	497	680	44	114	-	73	19	34	23	49	-	13	583	963	38%	62%
2016	526	697	48	115	-	73	20	37	25	44	-	15	620	981	39%	61%
2017	523	731	48	122	-	78	20	41	24	45	-	4	615	1,021	38%	62%
2018	545	727	60	158	-	69	25	40	19	38	-	11	649	1,043	38%	62%
2019	548	633	69	145	-	62	28	35	19	36	-	63	664	974	41%	59%
2020	588	886	71	193	-	89	24	37	20	44	-	25	703	1,273	36%	64%
Avg.	523	700	54	132	-	79	21	37	19	38	-	20	617	1,007	38%	62%
Avg. %	43%	57%	29%	71%	0%	100%	36%	64%	33%	67%	0%	100%	38%	62%		

As with most municipalities in Colorado, the Town's water use is higher during summer months due to outdoor water use. **Figure 8** shows the average monthly metered treated water use over the period of 2013 – 2020 by Metered Customer Category versus the mean monthly temperature (NOAA Brighton Climate Station USC00050950). As a result of outdoor water use, water usage for all Metered Customer Categories increases during summer months from May through October. Single-family residential customers have by far the largest volumetric use.

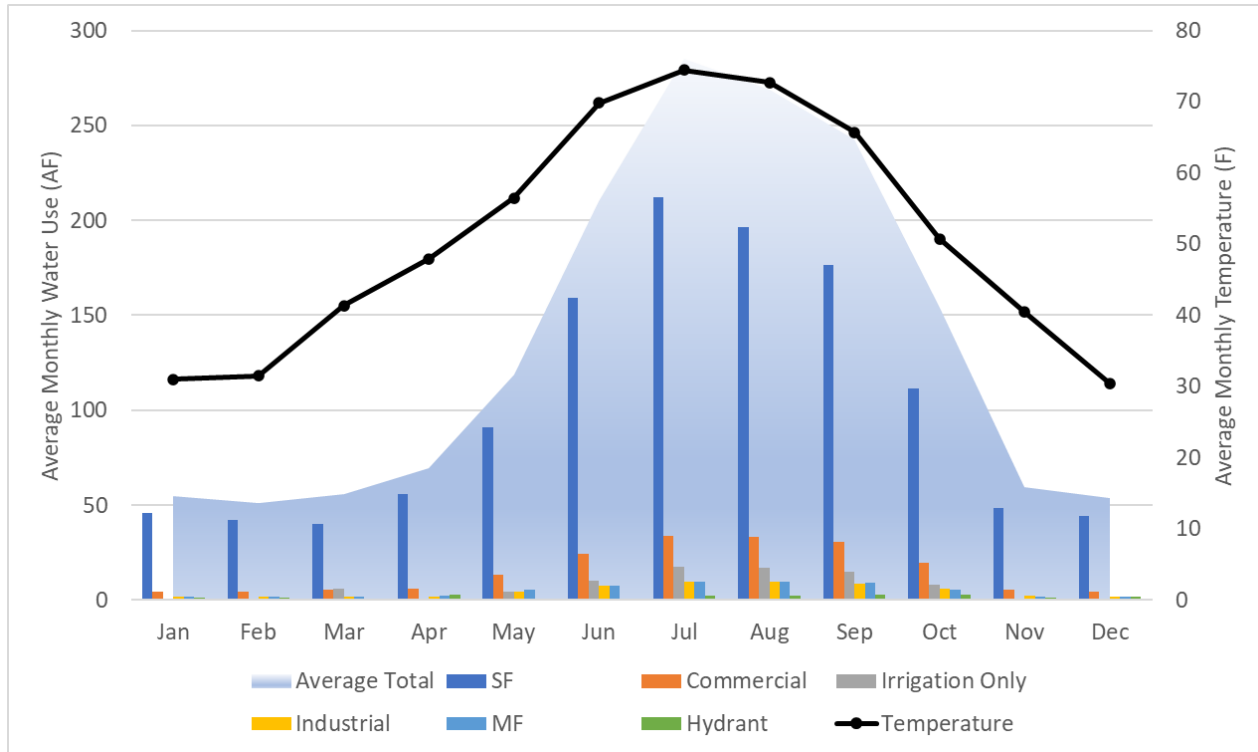


Figure 8: Average Monthly Metered Potable Water Use by Customer Category from 2013 - 2020.

3.2.2 UNITIZED WATER USE BY CUSTOMER TYPE

Water use data, particularly for the residential sector, are often normalized by a defined unit, typically population, to determine unitized (e.g., per capita) water usage rates for comparison purposes including against water efficiency benchmarks. For example, indoor residential sector efficiency benchmarks are commonly expressed in terms of gallons per capita per day (gpcd). This is particularly beneficial for a water provider like Frederick that is experiencing continued population growth to evaluate unit water use as opposed to only total system use. Normalized water use data also allows for an evaluation of trends over time without the influence of growth.

3.2.2.1 RESIDENTIAL WATER USE

Residential water use was evaluated in two ways. First, total residential per capita water use was calculated as the total annual SF water use plus total annual MF water use divided by the total service area population for each year. Second, SF per capita water use was calculated as the total annual SF water use divided by the estimated SF population, which was derived using the total number of

accounts per year and the assumption that there are 2.9 people per SF account.⁸ Indoor, outdoor, and total per capita water use for both the total residential and SF categories are shown in **Table 3** below.

Multi-family water use represents only about 4% of the total residential water use (Table 1), so SF water use accounts for most of the total residential per capita values. Over the study period, both total residential and SF per capita water use varied little between years, except in 2019 when per capita water use was about 10% lower than in 2018 and the study period average. Again, this is driven primarily by the SF water use trend for that year. Because of this and the potential for discrepancies in estimating SF versus MF population, total residential water use is used to represent these Metered Customer Categories.

Indoor residential per capita water use benchmarks are often referenced in water use planning to evaluate indoor water use efficiency. The Colorado Water Plan Technical Update (Technical Update) relied upon end use studies of existing homes and water efficiency benchmarks to prepare municipal residential indoor water use projections under five planning scenarios in the year 2050. These end use studies identified a range between 30 and 45 gpcd for future residential indoor water use depending on the efficiency assumptions for a given planning scenario. An indoor residential use of 42.4 gpcd represents a “current efficiency benchmark” based on 247 retrofit homes equipped with high efficiency fixtures and appliances which generally meet or exceed the EPA WaterSense specifications and was used to represent indoor residential water use under three of the five projection scenarios for the Technical Update. The Town’s total indoor residential water use has averaged 46 gpcd since 2013, or about 8% above the current efficiency benchmark of 42.4 gpcd. Older homes in the Town are likely increasing the average as compared to the benchmark, as newer homes are expected to be close to the benchmark. Outdoor per capita water use varies slightly more than the indoor per capita use, but generally the trends in annual residential water use vary less than 10% from the average.

Table 3: Residential Per Capita Water Use, 2013 – 2020, gpcd.

Year	Total Residential (SF + MF)			Single-Family Residential		
	Indoor	Outdoor	Total	Indoor	Outdoor	Total
2013	47	60	106	49	63	112
2014	47	64	111	48	63	111
2015	47	66	113	48	65	113
2016	47	64	111	48	64	112
2017	45	64	110	46	64	110
2018	46	63	109	47	63	110
2019	45	53	97	46	54	100
2020	45	69	114	47	71	118
2013-2020 Max	47	69	114	49	71	118
2013-2020 Avg.	46	63	109	47	63	111

3.2.2.2 NON-RESIDENTIAL WATER USE

The Town’s current non-residential water use was evaluated as the annual water use divided by the number of active accounts for each Metered Customer Category, as shown in **Table 4** below. These

⁸ Based on email correspondence with Jennifer Simmons, Town Planning Director.

normalized values reflect the annual trends within each category. Note that because each Metered Customer Category is being evaluated based on the number of sector-specific accounts, efficiency cannot be assessed by comparing the normalized values across categories. This is shown as indoor, outdoor, and total water use for all non-residential water use categories. The results show that hydrant use has more interannual variability than other categories, which is likely explained by variable construction activities and temporary irrigation use. Irrigation-only has higher variability over the last few years. Commercial and industrial uses have both generally increased over time, with 2020 representing the highest water use per account for commercial accounts.

Table 4: Non-Residential Per Account Water Use, 2013 – 2020, AFY/account.

Year	Commercial			Irrigation Only			Industrial			Hydrant		
	Indoor	Outdoor	Total	Indoor	Outdoor	Total	Indoor	Outdoor	Total	Indoor	Outdoor	Total
2013	0.67	1.46	2.12	-	5.71	5.71	0.46	1.00	1.46	-	20.47	20.47
2014	0.65	1.59	2.24	-	3.70	3.70	0.47	1.16	1.62	-	10.51	10.51
2015	0.60	1.54	2.14	-	3.30	3.30	0.56	0.99	1.55	-	3.32	3.32
2016	0.63	1.52	2.15	-	3.30	3.30	0.58	1.09	1.67	-	1.89	1.89
2017	0.60	1.54	2.14	-	3.56	3.56	0.59	1.22	1.81	-	0.60	0.60
2018	0.75	1.98	2.73	-	3.00	3.00	0.71	1.13	1.83	-	0.94	0.94
2019	0.80	1.68	2.48	-	2.80	2.80	0.81	1.00	1.80	-	4.85	4.85
2020	0.78	2.12	2.91	-	4.22	4.22	0.70	1.08	1.78	-	2.53	2.53
2013-2020 Avg.	0.69	1.68	2.36	-	3.70	3.70	0.61	1.08	1.69	-	5.64	5.64

3.2.3 POTABLE WATER DELIVERIES

The Town's potable water supplies are treated by Central Weld at the Carter Lake Filter Plant and then delivered through an underground pipe network to the Town's master meters. Central Weld has 75 master meters that are assigned to the Town. Some of the Town's customers receive deliveries directly from Central Weld; these connections are classified by Central Weld as being a Town master meter. The Town is charged by Central Weld for this water use, and the costs are then passed through to the customer. These customers do not have separate agreements with Central Weld for their service connections. Because these deliveries are recorded as part of the total delivery to the Town, and the Town subsequently meters and bills the end-user, it is appropriate to include the usage in the Town's water use analysis. Annual deliveries from Central Weld and the Town's total metered billed water use are compared on **Figure 9** below. Data for 2017 through 2019 shows a lower volume of Central Weld potable water deliveries than what was billed by the Town. Per Town staff, it is unclear how frequently Central Weld tests or calibrates its master meters, making it difficult to assess the accuracy of the delivery data. The Town's residential meters have all been tested within the last five years, which reported no significant issues. Additionally, the Town is on a 15-to-20-year replacement schedule for all residential meters. Accordingly, the Town's metered water use data was deemed to be the more accurate source for determining baseline factors.

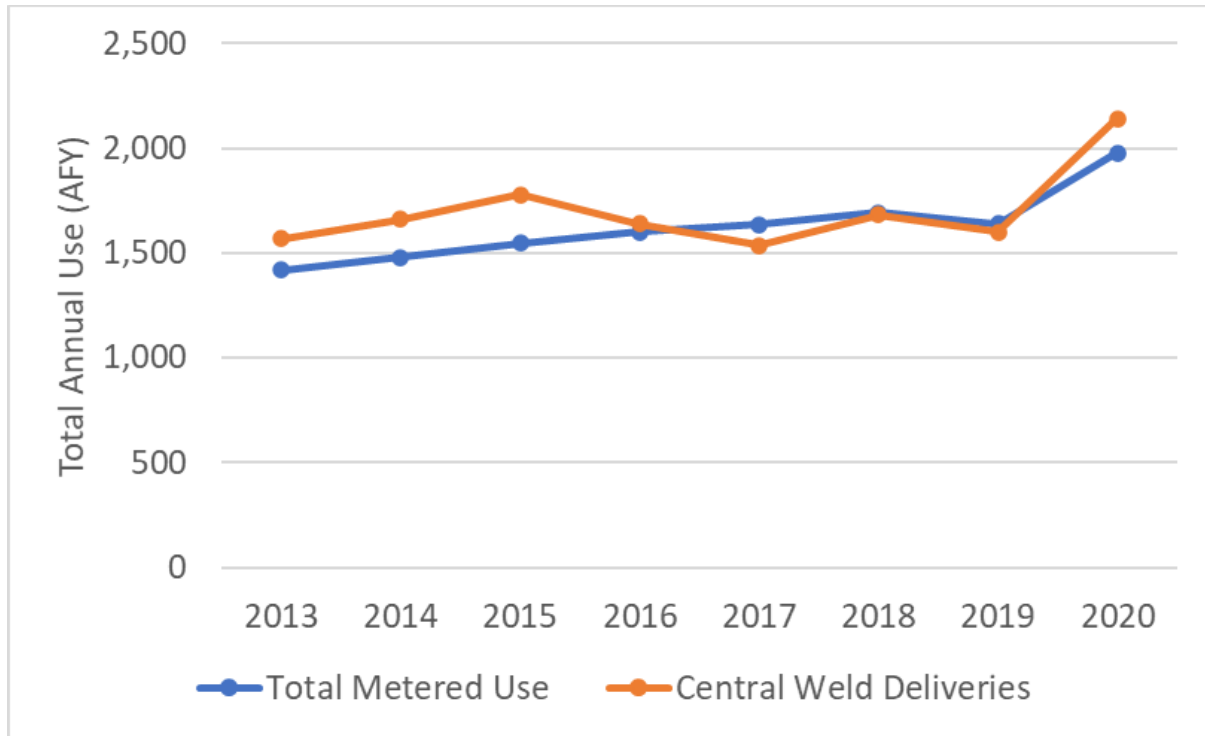


Figure 9: Total Annual Metered Use and Treated Water Deliveries, 2013 – 2020.

3.2.3.1 NON-REVENUE WATER

Within the potable water distribution system, there are generally two categories of water: revenue water, which includes all billed consumption, and non-revenue water, which includes all unbilled authorized consumption and all water losses. Water losses can be categorized further as real or apparent water losses. Apparent losses include customer meter inaccuracies, unauthorized consumption, and data handling errors. Real losses include physical leaks in transmission lines, storage facilities, and service connections (AWWA, 2016). Non-revenue water is calculated as the difference between the amount of water supplied and billed water use. **Figure 10** below shows the water balance components as defined by the American Water Works Association (AWWA, 2006).

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Volume From Own Sources (corrected for known errors)	System Input Volume	Water Exported (corrected for known errors)	Billed Water Exported				Revenue Water
		Authorized Consumption	Billed Authorized Consumption	Billed Metered Consumption		Revenue Water	
				Billed Unmetered Consumption			
			Unbilled Authorized Consumption	Unbilled Metered Consumption		Non-Revenue Water	
				Unbilled Unmetered Consumption			
		Water Supplied	Water Losses	Apparent Losses	Customer Metering Inaccuracies		
					Unauthorized Consumption		
					Systematic Data Handling Errors		
				Real Losses	Leakage on Transmission and Distribution Mains		
					Leakage and Overflows at Utility's Storage Tanks		
Leakage on Service Connections up to the Point of Customer Metering							
Water Imported (corrected for known errors)							

Note: All data in volume for the period of reference, typically one year.

Figure 10: AWWA Water Balance Components.

Table 5 below shows the Town's estimated non-revenue water by year, calculated as the Central Weld deliveries minus billed metered water use.⁹ As discussed above, the Central Weld deliveries for 2017, 2018, and 2019 were lower than the billed metered water use, which resulted in negative calculated non-revenue values.

Table 5: Non-Revenue Water by Year, 2013 - 2020, AFY.

Customer Type	2013	2014	2015	2016	2017	2018	2019	2020
Central Weld Deliveries	1,567	1,661	1,778	1,639	1,536	1,682	1,601	2,142
Total Metered Use	1,419	1,481	1,546	1,601	1,637	1,692	1,637	1,976
Total Non-Revenue Water	149	180	232	38	(100)	(10)	(36)	166

While the Town completes annual AWWA M36 audits using the Central Weld master meter delivery data, there have been observed discrepancies and the reliability of this data is unclear. Current master meter data and system maintenance above the master meters is managed by Central Weld. For the Town to further evaluate local losses, meter testing and system audits at the master meters are required. As such, further evaluation of the Town's local losses is not included in this WEP. The WEP includes recommendations to pursue programs that target improvement of the Town's potable water delivery data and represents future water use in terms of metered use rather than produced water or water deliveries.

3.2.4 BASELINE WATER USE

Baseline potable water use factors were developed for each of the Metered Customer Categories to be used for projecting the Town's future water use. Total residential demands, representing single-family (SF) plus multi-family (MF), were projected using baseline per capita water use in combination

⁹ There is no billed unmetered usage per the Town.

with future population projections provided by the Town's Planning Department. Non-residential demands were projected using baseline annual per account water use in combination with non-residential growth rates provided by the Town's Planning Department. For all Metered Customer Categories, the baseline indoor use is represented as the average over the study period. Baseline outdoor use was evaluated using both the average and the maximum over the study period because outdoor water use is more susceptible to annual variability in response to changes in weather conditions. The Town currently has very little potable water storage and the annual supply is closely tied to the C-BT quota. Therefore, the Town is largely basing its water planning on the adequacy of supplies to meet outdoor demands in a hot and dry year determined using the maximum factors. The baseline water use values for each Metered Customer Category are presented in **Table 6**.

Table 6: Baseline Water Use Factors by Metered Customer Category, 2013 – 2020.

Year	Avg. Indoor	Avg. Outdoor	Max Outdoor
Total Residential, gpcd	46	63	69
SF Residential, gpcd	47	63	71
Commercial, AFY/account	0.69	1.68	2.12
Irrigation Only, AFY/account	-	3.70	5.71
Industrial, AFY/account	0.61	1.08	1.22
Hydrant, AFY/account	-	5.64	20.47

3.2.5 ANNUAL PEAK DAY DEMANDS

Because the Town receives treated water through an agreement with Central Weld and does not operate its own water treatment facility, peak day demands are not monitored or managed by the Town at this time.

3.3 PAST AND CURRENT CONSERVATION ACTIVITIES AND IMPACTS TO WATER USE

The Town prepared a water savings analysis for the 2011 WCP based on historical water use for 2005 through 2010 and projected annual water use through 2021. Program savings were estimated based on the 23 selected water conservation programs and measures. The Town's goal was to reduce residential usage from 142 to 114 gpcd, or 20%. On a systemwide basis (total use divided by total population), the goal was to reduce usage from 194 to 158 gpcd, or 18.4%. Comparing the 2010 historical use represented in the 2011 WCP to the 2020 actual metered water use shows that the Town has achieved both of these reduction goals (see **Table 7**). While the Town has not implemented all of the programs selected under the 2011 WCP, those programs that have been actively managed have worked together to achieve the targeted water use reductions. Note that the Metered Customer Category designations have changed since the 2011 WCP, so there cannot be a direct comparison across all current Metered Customer Categories. Losses shown below are calculated as the difference between water provided by Central Weld and metered water use; the 2011 Plan calculated this to be 13% of the water deliveries from Central Weld.

Table 7: 2011 WCP Projected Water Use Savings vs. Actual Water Use Savings.

Water Use Type	2010 Use 2011 WCP		2012 – 2021 Water Use Projection 2011 WCP				2020 Actual Metered Water Use			
	Water Use	Capita 7,509	Water Use	Reduction		Capita 9,206	Water Use	Reduction		Capita 12,029
	AF	gpcd	AF	%	AF	gpcd	AF	%	AF	gpcd
Residential	1,198	142	1,469	20%	294	114	1,538	20%	305	114
Commercial & Industrial	132	16	162	5%	8	15	326	-54%	-177	24
Public	88	10	108	5%	5	10	na	na	na	na
Irrigation Only	na	na	na	na	na	na	89	na	na	7
Hydrant	na	na	na	na	Na	na	25	na	na	2
Losses	212	25	260	23%	60	19	166	51%	85	12
Total	1,630	194	1,999	18.4%	367	158	2,144	18%	384	159

*See Table 5.2 from 2011 WEP.

The following is an overview of the Town's current water conservation activities. The Town plans to continue all of these programs into the future.

- Meter testing and replacement: The Town currently tracks the age of customer meters and tests those meters that are about 10-years old. Meters are sent to a controlled testing site and are rebuilt or replaced using a systematic approach. Generally, the meters that require replacement tend to be residential meters.
- Efficiency-oriented water rates: The Town bills customers using an increasing block rate structure based on monthly volume used. This assigns a higher rate for the higher use tiers, incentivizing customers to use water more efficiently to remain in the lower billing tiers.
- Utility maintenance: Utility maintenance is an ongoing part of the Town's due diligence in keeping the water system in good working order. The Town will continue to perform maintenance such as valve exercising, flushing and repairs. Water lines are repaired or replaced through a reactive leak identification program.
- Model indoor efficiency at Town buildings: The Town plans to continue to upgrade its facilities by replacing older toilets, fixtures, and appliances with higher efficiency models.
- Garden in a Box and Slow the Flow partner: The Town plans to continue to be an active partner in these outdoor-focused incentive programs. These currently target residential customers.
- Temporary Irrigation of Native Landscaping: The Town installs irrigation taps at newly developed parks and open spaces to temporarily irrigate native landscaping. This allows for establishment of native landscaping over the first couple years. Once established, the developer ceases irrigation of native landscaping and maintains the new meters to irrigate trees and shrubs.
- Customer outreach and education: The Town provides the following education and outreach resources to its customers:
 - Three to four bill inserts or Frederick Flash email blasts each month during the irrigation season focusing on outdoor water use.
 - Periodic website updates.
 - Utility staff have been representing the Town at the Farmer's Market Town's booth with information available about water and informed staff available to answer questions.

- During Engineer's Week, Town staff gives a presentation on engineering that includes an overview of the Town's water at local schools. To date, the presentation was mostly given to 4th grade classes, but the Town hopes to expand to more grade levels as available. This is in the format of a larger group presentation for a single grade level with water-related activities for students.
- Annual tree sale, at which the Town sells locally appropriate trees to customers.
- Town manages a low-use demonstration garden at one of the Town's parks.

3.4 WATER USE PROJECTIONS

Annual water use projections were developed using the historical potable water use analysis presented in Section 3.2 above. The projections were calculated based on per capita water use for total residential customers and per account water use for non-residential customers.

3.4.1 FUTURE RESIDENTIAL GROWTH

Based on information from the Town's Planning Director, the future population was projected to grow at 2.5% annually. The current population in 2021 is estimated to be 12,330 and is projected to be approximately 15,400 people in 2030 (see **Figure 11**).

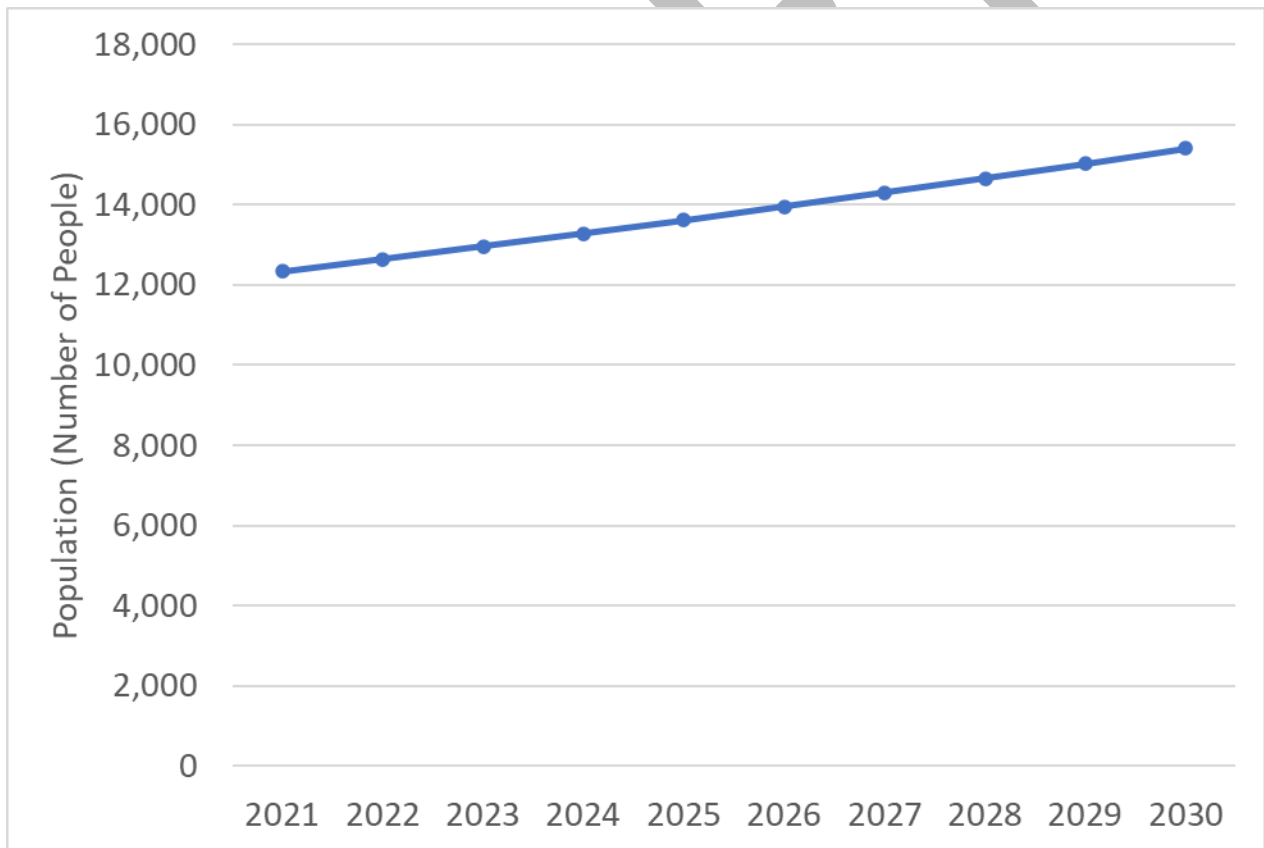


Figure 11: Estimated Future Population for Frederick's Potable Service Area, 2021 - 2030.

3.4.2 FUTURE NON-RESIDENTIAL GROWTH

Based on direction from the Town's Planning Director, the number of non-residential accounts is also estimated to increase by 2.5% per year over the projection period, as shown in **Table 8**. Note that hydrant demands are assumed to remain static in the future. Potable demands attributable to non-residential irrigation-only accounts are expected to decrease significantly over the next ten years as a result of converting selected properties to use raw water supplies. Therefore, these two non-residential customer categories are not shown in the table below.

Table 8: Town Service Area Commercial and Industrial Account Growth Projection.

Year	Commercial, Number of Accounts	Industrial, Number of Accounts
2021	94	35
2022	97	36
2023	100	37
2024	103	38
2025	106	39
2026	109	40
2027	112	41
2028	115	43
2029	118	45
2030	121	47

3.4.3 WATER USE PROJECTIONS

To support the water efficiency planning process, three separate potable water use projections were prepared:

1. Future baseline without additional conservation
2. Passive savings
3. Passive plus active conservation

Each projection uses the baseline water use factors to represent current conditions. Current baseline use is disaggregated by indoor and outdoor use for each customer category.¹⁰ This disaggregation allows the impacts of specific water efficiency programs and measures to be considered in preparing forecasts. Because the Town does not own or operate the water treatment plant associated with its supplies, all projections represent water use rather than production and do not include the Central Weld surcharge/loss estimates.

Under each scenario, the following growth assumptions at 2030 were applied: projected population of 15,400, 121 projected commercial accounts, and 47 projected industrial accounts. The following variable assumptions were applied for each of the three water use projections:

¹⁰ Baseline potable demand factors from the historical metered use were paired with the current service area population and number of non-residential accounts to prepare current demands based on higher outdoor usage observed during a hot/dry year. In order to develop a dependable water supply, it has been assumed that a high use year may occur at times when the available supply is low. This approach is consistent with the Town's potable water use projections developed for the 10-Year Plan.

Future growth, baseline without additional conservation

- Represents future water use assuming no change in current per capita residential use and no change in current per account non-residential use.
- Assumes that current conservation activities continue under current conditions with no change in annual savings.
- All customer categories assume current normalized demand levels with anticipated population and account growth through 2030.
- Baseline projection is used to monitor and track water savings and demand reductions from implementation of this WEP.
- Assumes no conversion of properties to use raw supplies for irrigation instead of potable.
- Projected water use in 2030 of approximately 2,670 AFY.

Future growth, passive savings

- Represents future water use assuming some savings from maintenance of existing conservation activities and passive savings from natural replacement of inefficient fixture and equipment typically associated with indoor residential per capita use.
- Assumes that current conservation activities continue under current conditions.
- Assumes that all new population will move into newer, more efficient homes and that 10%¹¹ of the existing population will replace older fixtures and appliances with more efficient models over the planning period. The new and retrofitted population has an applied indoor water use of 42.4 gpcd¹² while the remaining population has an applied indoor water use at the current per capita rate.
- Assumes that there are no reductions to outdoor uses, including no conversion of properties to use raw supplies for irrigation instead of potable.
- Projected water use in 2030 of approximately 2,655 AFY.

Future growth, passive savings plus active conservation

- Represents future water use assuming annual reductions from new and ongoing conservation activities selected in this WEP.
- Assumes that current conservation activities continue under current conditions and that passive savings described above are achieved.
- Assumes additional water use reductions to reflect savings from new conservation programs.
- Assumes full conversion of parcels identified to change from potable irrigation to raw supplies by 2030.
- Projected water use in 2030 of approximately 2,495 AFY.

Water use projections that represent the average annual demand in 2030 for each of the three projections are shown in **Figure 12** below. For purposes of this WEP, water use reductions or savings are calculated as the difference between the future growth with baseline conditions and the future growth with passive savings and active conservation. Using this approach, passive savings are approximately 15 AFY, potable water use reductions from potable irrigation conversions are approximately 75 AFY, and estimated savings from conservation programs selected under this WEP are approximately 85 AFY by 2030.¹³

¹¹ Technical Update assumed a 40% adoption rate over a 35-year projection period to 42.4 gpcd under the “Weak Economy” scenario. Prorating this to a 10-year period results in approximately 10% adoption.

¹² 42.4 gpcd represents a “current efficiency benchmark” for indoor residential use.

¹³ The active conservation water use savings of 85 AFY translates to roughly 100 AFY of water demand savings when accounting for Central Weld surcharges and estimated local losses, as described in the 10-Year Plan.

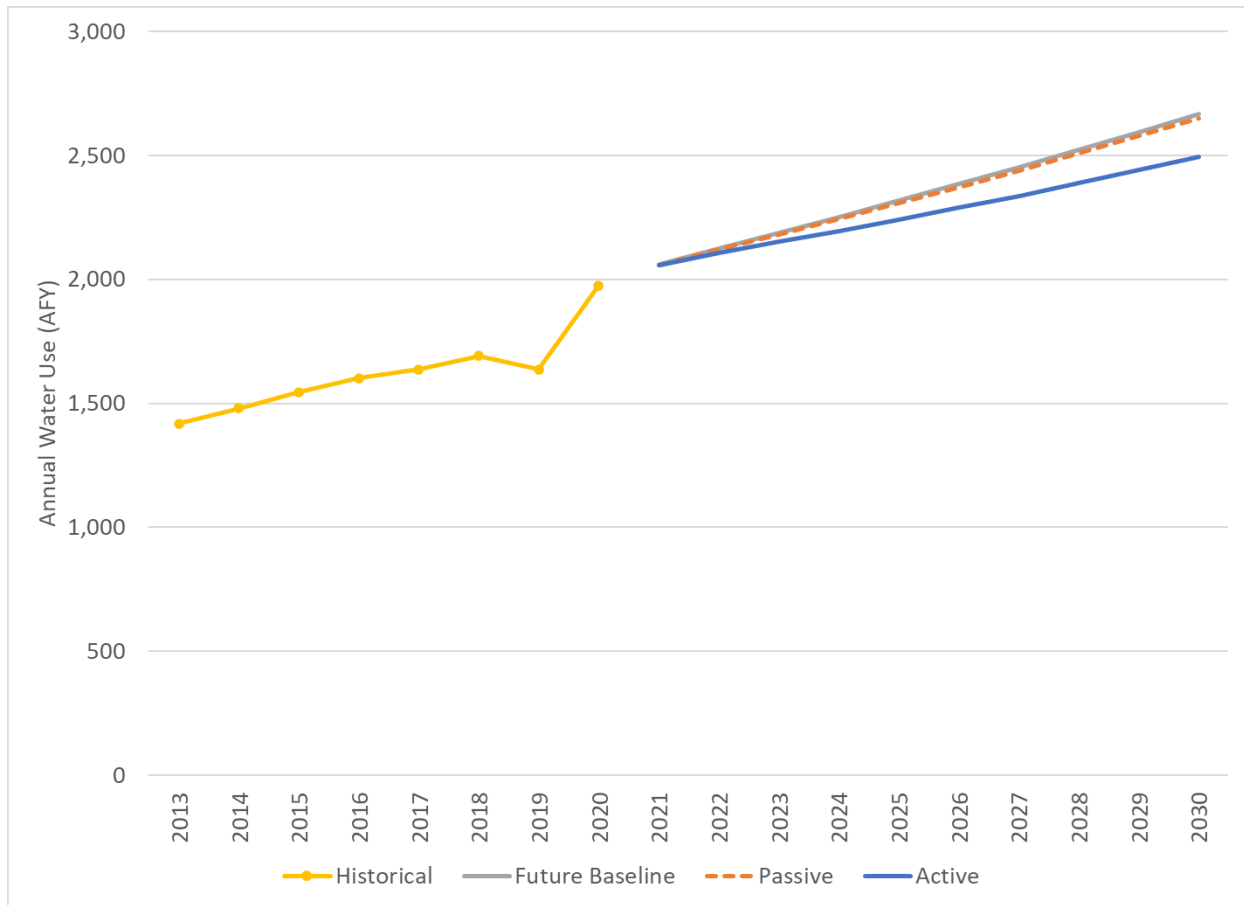


Figure 12: Water Demand Projections for 2030.

4. SAVINGS GOALS AND SELECTION OF WATER EFFICIENCY ACTIVITIES

The Town has demonstrated a long-term commitment to be a wise water steward. The Town recognizes that water is a precious resource and strives to meet its responsibility to use water efficiently. Water use reductions through conservation and efficiency programs not only support the Town's future water supply and demand reliability, they also help the Town mitigate impacts to customers during a drought, potentially allowing the Town to postpone implementing water use restrictions. This section further elaborates on the Town's water savings goals and provides an overview of the selected water efficiency activities designed to achieve those goals.

4.1 WATER EFFICIENCY GOALS

The Town has developed the following 2030 water conservation goals:

1. Decrease average annual indoor water use by approximately 15 AFY through natural replacement of old fixtures and appliances as well as installation of high efficiency fixtures and appliances through new development.
2. Decrease average annual outdoor water use by approximately 75 AFY through the conversion of selected properties to use raw water instead of potable supplies.

3. Further decrease average annual water use by approximately 85 AFY through conservation measures and programs predominantly targeting outdoor use reductions.
4. Continue to evaluate the program costs and associated water savings to inform the operation and maintenance of conservation programs.

4.2 SUMMARY OF THE SELECTION PROCESS

The Town implemented a tiered screening process for evaluating and selecting water efficiency activities. Existing activities were included in the list of efficiency programs and measures evaluated and are expected to continue under the ongoing water conservation program.

Initial Screening: An initial screening was prepared in close coordination with Town staff using the CWCB screening and evaluation worksheets (CWCB, 2012) and the *Guidebook of Best Practices for Municipal Water Conservation in Colorado* (CWW, 2010). Initial program recommendations were compiled for further evaluation.

Secondary Screening: Town staff representing the Engineering, Public Works, and Planning departments reviewed the initial programs list and discussed potential program effectiveness, limitations, and implementation strategies.

Final Screening: The final level of screening and selection of water efficiency activities was completed by Engineering staff. Input from the joint department meeting was processed and used to direct recommendations for program selection and implementation. Selected activities were used to estimate the anticipated water use savings to develop the water use projections with conservation described in Section 3.4.

4.3 WATER EFFICIENCY ACTIVITIES

Table 9 below presents the new and updated water efficiency programs and activities that were selected under this Water Efficiency Plan (WEP). Key activities are further described in the sections below. Many of these activities are designed to work in conjunction with other programs to support overall water use savings. By design, it is not possible to accurately assign a direct savings influenced by an individual activity, but rather as a collective program. For example, customer outreach and education alone may not result in a direct reduction in water use, however, informed and engaged customers are critical to the success of many programs such as a water budget-based billing structure. Implementation of the conservation program described below has an estimated potable water use reduction of about 160 acre-feet per year (AFY) by 2030, including raw water conversions.

TOWN OF FREDERICK WATER EFFICIENCY PLAN

Table 9: New and Updated Water Efficiency Activities and Water Savings Estimates.

Selected Water Efficiency Activity	Sectors Impacted	Activity Status	Program Description	Projected Water Use Savings by 2030 (AFY)
Foundational Activities				
Automatic Meter Reading Installation and Operations	All	New	Budgeted and plan to implement starting in 2022	30
Water Budget Billing Structure	All	New	Complete rate study and further evaluate new billing software for compatibility following any landscaping code revisions	
System-Wide AWWA Water Audit	All	Ongoing	Coordinate with Central Weld to improve annual audits	Will not result in water use reduction – potential to reduce local system losses
Supply Meter Testing	All	New	Partner with Central Weld and others to fund production and master meter testing effort	
Hire Water Conservation Coordinator		New	Plan to fill position in early 2023.	
Hire Parks and Open Space Director		New	Hired Parks and Open Space Director in early 2022	
Targeted Technical Assistance and Incentives				
Garden in a Box Partner	SF	Ongoing		2.6
Slow the Flow Partner	Residential	Ongoing		7.7
Efficient Irrigation Equipment Rebates	Residential	New	Develop rebate program for smart irrigation controllers	5.4
Turf Replacement Incentives Program	SF	New		8.3
Conversion of Targeted Potable Irrigation Accounts to Raw Supplies		New		76.6
Park Irrigation Efficiency Upgrades		Ongoing /New	Irrigation of Town parks are actively managed and potential to remove or replace turf in some areas and install smart controllers. Full development and implementation after new Parks Manager is hired.	4.9
Indoor Efficient Appliance Rebates	SF & MF	New	Annual rebate program to offer rebates for replacing older, less efficient fixtures and appliances with new EPA WaterSense compliant fixtures and appliances	3.6
Ordinances and Regulations				
Efficient Landscape Design/Installation Standards	All	New	Updates to existing landscape revisions standards and the associated code	20
Water Budget Design Criteria for New Construction		New	Updates to existing landscape standards and the associated code	
Professional Landscaper Certification		New	Consider under the updates to the Landscape Standards	
Public Education and Information				
Farmers' Market	All	Ongoing	Plan to expand Town's participation; invite landscaping and water efficiency contractors and businesses to the farmers market to have booths.	
Xeriscape Demonstration Gardens	All	Ongoing	Plan to expand	
Customer Water Use Workshops	SF	New		

TOWN OF FREDERICK WATER EFFICIENCY PLAN

Selected Water Efficiency Activity	Sectors Impacted	Activity Status	Program Description	Projected Water Use Savings by 2030 (AFY)
Public Information and Outreach Messaging Campaign	All	New		
Annual Tree Sale Event	SF	Ongoing	100 trees annually	
Messaging Partnership with NCWCD		Ongoing		
Land Use Activities				
Internal Coordination between Town Departments		Ongoing	Planning, Parks, Public Works, and Engineering departments will continue to coordinate on code updates and implementation strategies	
Require Smart Controllers for New Development through Demand Analysis		New	Demand analysis completed for dual systems for reduced dedication requirement. Requires code amendment.	
TOTAL ESTIMATED SAVINGS				159.1

4.3.1 FOUNDATIONAL ACTIVITIES

Foundational activities represent programs and measures that should be in place to support additional advanced conservation measures. According to CWCB guidance, these activities focus on system operations and efficiencies, are under the utility's direct control, and can significantly improve the effectiveness of the overall water efficiency program.

4.3.1.1 METERING

High quality metered water use data is critical to the management of a water delivery system and to the success of other water conservation efforts. Colorado statute requires all water providers to meter customer water use and bill based on metered deliveries. The Town is 100% metered with the exception of fire and hydrant flushing uses. The Town's potable system currently relies on a radio-read system, which requires a person to physically drive past each customer's water meter to complete the radio read each month. The Town is budgeted to convert all potable customer meters to include advanced metering infrastructure technology, or "AMI", starting in 2022. AMI technology enables two-way communication between customer water meters and the utility, automatically transmitting metered water use to the utility without requiring anyone to collect the data. AMI conversion will allow the Town to monitor near real-time water use and that data will be available to customers on a more frequent basis than the current monthly billing allows. This will support all conservation activities moving forward and will provide customers with tools to better understand their water use patterns and how that relates to their water bills. AMI can influence higher customer engagement and more real-time reactions to water use, faster identification of meter issues, improved leak detection, and faster targeted outreach for the highest water users. Implementation of a customer water use portal supports an informed, engaged, and incentivized public, motivating a behavioral change in customer water usage. The Town's raw water delivery system is already using AMI technology for all meters.

4.3.1.2 *WATER BUDGET BILLING STRUCTURE*

Following the Town's AMI conversion project, the Town will complete a rate study and evaluate the potential to transition its billing structure to a water budget basis. A water budget rate structure is a form of increasing block rates administered by water providers where the amount of water that is billed within the first block(s) and at the lowest rate(s) is based on the estimated efficient water needs of the individual customer (AWWA, 2017). Under this structure, the water provider assigns each customer a water allotment based on customer-specific characteristics (e.g. housing type, number of residents, irrigated area, lot size, and landscaping type) and defined water use efficiency standards. Water budget rate structures are intended to encourage long-term conservation and to support drought management and response. If selected, the Town will proceed with this potential transition systematically in order to successfully educate and navigate a new billing structure with its customers. This will include a rate study, evaluation of billing software compatibility, landscaping use investigation, account-level irrigated area assessments, and customer education campaigns.

Estimated savings of approximately 30 AFY are attributable to the Town's full transition to AMI in conjunction with applying a water budget-based billing structure.¹⁴ This assumes that customers will actively manage outdoor water use to meet their individually assigned water budget and will utilize AMI water use data to inform their water use behavior in near-real-time.

4.3.1.3 *SUPPLY METER TESTING AND AWWA WATER AUDITS*

The Town receives treated water from Central Weld through a series of master meters. The Town currently completes an annual internal AWWA M36 water loss audit, however, the potable delivery data read at the master delivery meters used in the audit is provided by Central Weld. The Town does not own the treatment facility nor does it own or maintain the master meters; therefore, the quality of this data is unknown. This means that the Town is unclear to what level they may be experiencing real or apparent losses within its potable system. The Town, in partnership with Central Weld and potentially others being served by Central Weld, will pursue funding opportunities to complete physical meter testing on Central Weld's water treatment plant production meter and the Town's master meters. Testing and calibrating these meters will likely improve the reliability and accuracy of the Town's delivered water data and in turn improve its annual audit. Findings from the improved audits may result in recommendations for the Town to pursue advanced water loss programs, which the Town will consider at that time. While these activities will not reduce metered water use, they will help the Town quantify potential system losses and build targeted water loss programs to reduce the Town's water delivery needs.

4.3.1.4 *STAFFING*

The Town has support from its Board of Trustees to hire a Conservation Specialist in 2022. This is a new position for the Town and will create capacity to focus on conservation and efficiency programs that had previously fallen under the responsibility of Engineering and Public Works staff. While this plan outlines specific recommendations for programs and the implementation of those programs, it is anticipated that this new staff member will have additional recommendations for how to implement and manage a robust conservation program into the future. This provides great opportunity for the Town to significantly grow its current conservation program.

The Town has approval to create a new Parks Department, previously covered under Public Works. In early 2022, the Town hired a new Parks and Open Space Director. The Parks and Open Space

¹⁴ Estimated savings based on end-user studies (CWW, 2010).

Director has approval to hire additional staff to fill this new department through the end of 2022. This will greatly increase the staff capacity to design and implement programs targeting the Town's irrigation and management of parks. The Town will give the Parks and Open Space Director the opportunity to develop these and other programs through 2022 for implementation in subsequent years, so additional detail for those programs is not included herein.

4.3.2 TARGETED TECHNICAL ASSISTANCE AND INCENTIVES

The Town plans to continue its focus on technical assistance and incentives on outdoor programs, which will be managed by the Town's new Conservation Specialist.

4.3.2.1 OUTDOOR INCENTIVES

The Town plans to continue and potentially expand the following ongoing programs:

- Garden in a Box
- Estimated savings of about 2.6 AFY over the lifetime of the gardens, assuming 17 gardens annually and assuming adequate maintenance.
- Slow the Flow
- Estimated savings of about 7.7 AFY assuming 16 audits annually. Savings estimated based on annual Resource Central reports.

In addition to these programs, the Town plans to add the following outdoor-targeted incentives programs:

- Turf replacement (aka "cash for grass"): The Town will develop a program where customers are incentivized to remove turf and replace with low water use landscaping or hardscape. Rebates of \$2 per square-foot of turf removed up to 1,000 sq-ft per customer is recommended, however, the Town will evaluate this rate and other programs like Resource Central's Grass to Garden turf replacement program. Estimated savings of about 8.3 AFY assuming 15 rebates annually and assuming ongoing maintenance.
- Efficient irrigation equipment rebates: The Town will develop a rebate program for residential customers to install smart irrigation controllers and potentially for rain shutoff sensors. Rebates of \$75 per smart irrigation controller or \$50 per rain sensor is recommended. Estimated savings of up to 5.4 AFY assuming 30 total rebates annually.

The new Conservation Specialist will work with other Town staff to prepare an annual proposed budget and define annual targets for these rebate programs.

4.3.2.2 INDOOR INCENTIVES

The Town plans to develop an indoor efficient fixture and appliance rebate program that will target the replacement of older, less efficient fixtures and appliances with WaterSense compliant models. The primary focus will be the replacement of toilets, but the Town will also consider rebates for dishwashers and clothes washing machines. Rebates of \$100 per qualified fixture or appliance is recommended. An estimated savings of about 3.6 AFY assumes 25 toilet rebates per year going from an average use of 2.0 gallons per flush to an average use of 1.1 gallons per flush. The Town will target the oldest residential areas within the service area.

4.3.2.3 OUTDOOR WATER USE MANAGEMENT OF TOWN PROPERTIES

The Town has identified 18 properties that are currently served by potable supplies that can physically and legally be supplied with raw water for irrigation purposes. Conversion of these properties, most of which are parks, will begin in 2022 and are expected to be completed by 2030. Based on historical metered use for these accounts, a reduction in potable water use of about 76.6 AFY is expected. Note that some of these properties are not owned by the Town.

The Town currently maintains a xeriscape demonstration garden at one of its parks. Over the coming years, the Town will install additional xeriscape demonstration gardens throughout its parks with the intent to replace irrigated turf with low water use landscapes and as an educational tool for customers.

Irrigation of the Town's parks is actively managed and current Public Works staff have identified the potential to remove or replace turf in some areas that are not actively used by the public. Staff has also identified opportunities to install smart controllers at public parks. Full development and implementation of a Town parks efficiency program will be managed by the Parks and Open Space Director. It is estimated that up to about 4.9 AFY of water could be saved through these efforts

4.3.3 ORDINANCES AND REGULATIONS

Local ordinances and regulations serve to support water efficiency programs through policies and enforcement mechanisms. The Town's Municipal Code currently includes Waste of Water and Water Shortage sections. The Town's Land Use Code includes requirements for landscape design and the Town's Design Standards and Specifications include both landscape and irrigation design standards.

4.3.3.1 WATER EFFICIENT LANDSCAPING AND IRRIGATION STANDARDS

The Town currently has a comprehensive set of landscaping and irrigation design standards that support efficient water use. These standards are supported through the Town's Land Use Code with the primary focus of preserving the Town's character and integrating new development into the community by promoting quality landscape design. The Town will audit its current design standards to expand requirements to further target efficient water use focusing on new development with the intent to establish procedures for the design, installation, and maintenance of water efficient landscape and irrigation systems. Integration with HOAs will be evaluated as part of this review process.

A key planned addition to the Town's landscape design standards is the application of a landscape water budget for new development permit applications. Landscape designs would be required to stay within a maximum allowed water budget. The allowable water budget will be calculated based upon the local reference evapotranspiration and adjusted using plant factors for specific types of plant materials and the irrigation efficiency. Areas containing plants with similar water needs and within the same irrigation application type are referred to as "hydrozones". Water needs using a specified irrigation efficiency will be summarized by hydrozone and summed to determine the water demand for the full landscaped area. Introduction of the landscape water budget design requirement for new development will support future efforts by the Town to apply a water budget-based billing system.

Another potential addition to the landscaping and irrigation standards is the requirement for landscape and irrigation designers and installers to obtain and maintain a professional certification through an accepted program. The Town will evaluate potential certification programs such as the Qualified Water Efficient Landscaper (QWEL) and those offered by the Irrigation Association. The

Town will also evaluate opportunities to collaborate with neighboring water providers and Northern Water to develop a regional certification program. Upon implementation, selected Town staff with landscape and irrigation management responsibilities will also likely pursue certification. Contractor certification has unmeasured water saving benefits alone but will support savings estimated through the landscape standard revisions.

The Town will consider requiring landscape irrigation audits to be conducted by a third-party certified landscape irrigation auditor. The irrigation audit may include, but is not limited to: inspection, system tune-up, system test with distribution uniformity, reporting overspray or runoff that causes overland flow, and preparation of an irrigation schedule, including configuring irrigation controllers with application rates, soil types, plant factors, slope, exposure and any other factors necessary for accurate programming. Land Use Code revisions necessary to enforce landscape and irrigation standards will be reviewed and applied as needed. Up to 20 AFY of water savings is estimated by 2030 assuming standards are updated for all new development. Additional savings may be realized if standards also include requirements for redevelopment.

4.3.4 PUBLIC EDUCATION AND INFORMATION

Public education and information are a vital component to many of the Town's conservation programs. An informed and engaged public will more actively participate in adjusting behaviors with efficiency in mind. The Town plans to expand its current education and outreach programs to include additional customer water use workshops and pursue a messaging partnership with Northern Water. The Town will continue to have staff presence at the local Farmers' Market and will expand its printed resources for distribution through that event. The Town will also invite local contractors and businesses to the Farmers' Market to set up booths to provide the public with water use information. This may include landscaping, irrigation, or other professionals that support the efficient use of water. The Town will also organize a separate educational event with contractors and professionals to provide landscaping, irrigation, and water efficiency resources to the public. The planned new low water use and xeriscape gardens throughout the Town will potentially be used as a meeting location for public landscaping and efficient irrigation workshops. The Town sponsors an annual tree sale event, selling around 100 drought-tolerant trees to customers. The Town will consider how to expand this voucher program to include xeric plants. This provides another opportunity for expanded messaging and outreach. The new Conservation Specialist will work closely with the Town's Communications department to advance its conservation and efficiency messaging campaign and formalize an annual messaging schedule. This will include expanding efficiency messaging and resources through the Town's website. While conservation messaging programs help to support a water-wise culture and local stewardship, these programs typically do not result in water savings on their own, but rather support the entire suite of local conservation and efficiency measures.

4.3.5 INTEGRATION OF LAND USE EFFORTS

The Town is fortunate to have land use jurisdiction throughout its water service area. The Town intends to formalize arrangements for sharing data and information between departments that impact its management of water resources including Planning, Engineering, Public Works, and the newly formed Parks department. Regular communication between these departments is foundational to the integration between water and land use planning. These departments will also coordinate on code updates and associated implementation strategies, including the review and revision of the Town's landscape and irrigation standards.

The Town's current Municipal Code allows for a "demand analysis" to be completed when a development project has a dual water system with separate infrastructure that enables potable

supplies to be used for domestic demands and raw supplies to be used for outdoor irrigation. The demand analysis typically results in a reduced water dedication requirement as compared to not having a dual water system. Given the strong incentive of a reduced water dedication amount, the Town will be evaluating additional land use requirements to qualify for the program such as the installation of smart controllers and abiding by lower water budgets. This example is provided to showcase the unique measures available to the Town given its land use jurisdiction throughout its water service area.

5. IMPLEMENTATION AND MONITORING PLAN

To date, the Town's Engineering department has largely been responsible for implementation of water conservation programs. A key component for this WEP is the addition of a new staff position to focus primarily on the implementation of this plan and to further grow the Town's conservation activities. The Town will continue to include an annual budget for conservation activities and may pursue CWCB conservation and land use planning grants to further achieve its water efficiency goals.

5.1 IMPLEMENTATION PLAN

The following sections outline the Town's implementation plan for year 1, year 2, and then beyond.

5.1.1 YEAR 1 ACTIVITIES

The primary conservation focus for the Town in 2022 will be the successful transition for all customer meters to AMI. This will include all meter upgrades and communications system installations. Staff will learn the new associated software and a public messaging campaign will be developed and rolled out during the transition.

Staff will begin discussions with Central Weld on their interest in pursuing funding opportunities to get all master meters and the production meter tested. If there is interest, staff may also start evaluating funding opportunities including CWCB conservation and land use planning grants. Depending on funding availability, the Town may prepare grant applications in 2022 to begin testing work in 2023.

In early 2022, staff will evaluate how best to proceed with a thorough review of the existing landscape and irrigation standards as well as the associated code revisions necessary to make any recommended modifications. Departments will coordinate internally to review recommendations for revisions, either from internal review or from external support, and propose draft revisions to the Town Board by the end of 2022. If possible, revisions to the associated standards and code will be complete and adopted by the end of 2022.

The Town will begin implementing new rebate programs (e.g., efficient irrigation equipment and turf replacement, indoor toilet and appliance rebates) in 2022 if funding can be made available. There is potential to partner with an existing organization like Resource Central or for the Town to develop and manage these programs in-house. All existing programs will continue operating under current conditions.

In 2022, the Town will hire a new Conservation Specialist. This new staff member will likely need this first year to learn about the Town's current programs and water use characteristics and can begin to develop recommended programs and implementation strategies for the coming year. The Town hired a new Parks and Open Space Director in early 2022. The Parks and Open Space Director

is expected to hire additional staff throughout the year but may operate during the summer of 2022 based on current staffing.

5.1.2 YEAR 2 ACTIVITIES

Town staff will work with Central Weld to post a Request for Proposal to support testing of the Central Weld production and master meters with the goal to complete testing over the year. Once complete, the selected contractor can help the Town with a revised AWWA M36 audit based on the testing results. Any recommended water loss programs or further system audits should be considered by the Town.

If not complete by the end of 2022, any landscape and irrigation standards and associated code revisions will be adopted and implemented. Staff will coordinate enforcement responsibilities and prepare a plan to monitor and evaluate the effectiveness of these revisions. If revisions include professional landscaper certification, the Town will either select a local certification program (e.g. QWEL) or will develop its own certification program. Trainings will need to be offered by the second half of 2023 or within the timeframe designated in the revised code.

The Town will begin the systematic conversion of identified potable irrigation accounts to use raw water supplies. This will include infrastructure modifications on both the potable and raw systems. This will continue through 2030 for full conversion. Turf areas that are not actively used by the public will be considered for turf removal and/or Parks Department staff will prepare recommendations for these areas to be replaced with native vegetation or hardscapes. The Parks Department will also begin installing smart controllers and new xeriscape gardens at certain public parks. These efforts will be tied in with the Town's communications campaign to provide a public-facing example of how the Town is an active steward of wise water use.

The Conservation Specialist will work closely with the Town's Communications Department to implement messaging strategies that support new and ongoing conservation programs to further educate customers and support other programs. Town presence will be intentional at public events like the Farmers' Market and through new efficient water use workshops.

Following the completion of the AMI conversion, staff will begin to evaluate the new water use data and begin recommendations for a water rate study focused on evaluating a water budget rate structure. As early as 2023, staff may develop a Request for Proposal for the rate study and begin internal investigations on potential benefits of a water budget.

5.1.3 YEAR 3 AND BEYOND

The Town will complete a rate study in 2024 to review the feasibility and potential benefits to implementing a water budget billing structure. If selected, the plan for transitioning to a new billing structure will be developed during 2024 and can proceed as appropriate. Data collected through the development of water budgets for the landscape and irrigation standards can be utilized along with AMI water use data to support this effort. A strong public campaign will be necessary for this transition over multiple years. Achieving water use reductions through a water budget billing structure hinges on having an informed and engaged customer base.

As the Town completes more annual AWWA M36 audits, there may be opportunity to better characterize local water loss and develop management strategies to reduce system losses. This information should be closely monitored.

5.2 MONITORING PLAN

The Town will review and update this WEP at least every seven years, or as needed. The Town will continue to monitor water use by customer category on a regular basis and will continue to maintain and analyze metered water use records. Progress towards meeting the conservation goal can be evaluated annually through the Town's CWCB reporting requirements for covered entities¹⁵ and more formally when the WEP is next updated. Ongoing tracking of water use trends versus water use goals will help determine any additional conservation program measures necessary to help the Town meet its stated goal by 2030. Continuous monitoring and evaluation of water use may also support modification to the Town's water savings goal or support recommendations for modifying any of the Town's active conservation programs.

The Town's monitoring plan is represented in **Table 10**. Data will be collected and tracked by the Town's Conservation Specialist at least annually, with ongoing evaluations of water savings, costs, and effectiveness of each identified program. Annual summaries for each program, where appropriate, will be communicated with the Engineering department and an annual recommendation for program modifications and anticipated budget impacts will be provided. Modifications to rebate program specifications will be made as advancements in technology occur.

¹⁵ HB10-1051 requires that all covered entities submit annual water use and conservation data by June 30 of each year to be used for statewide water supply planning.

Table 10: Conservation Program Monitoring.

Selected Water Efficiency Activity	Data Collection Description
Foundational Activities	
Automatic Meter Reading Installation and Operations	Billed water use data
Water Budget Billing Structure	
Supply Meter Testing	Master supply meter testing results and recommendations
System-Wide AWWA Water Audit	Revised AWWA audits incorporating meter testing results
Targeted Technical Assistance and Incentives	
Garden in a Box Partner	Number of claimed gardens, costs
Slow the Flow Partner	Number of evaluations, who received, when received, estimate of impacted landscaping area, costs
Efficient Irrigation Equipment Rebates	Number of rebates, costs
Turf Replacement Incentives Program	Number of rebates and reduced turf areas, costs
Conversion of Targeted Potable Irrigation Accounts to Raw Water Supplies	Number of accounts converted to raw water supply system
Systematic Replacement or Removal of Turf in Low Traffic Public Spaces	Internal tracking of smart meters installed and area of turf removed
Ordinances and Regulations	
Efficient Landscape Design/Installation Standards	Data collection opportunities will be identified as part of the landscape ordinance preparation (e.g. tracking information about landscapes installed under the new ordinance)
Professional Landscaper Certification	
Water Budget Design Criteria for New Construction	
Education Activities	
Town Booth at Farmers' Market	Number of events
Xeriscape Demonstration Gardens	Number of new xeriscape gardens constructed, estimate of annual visitors or presentations
Customer Water Use Workshops	Number of workshops and number of participants
Public Information and Outreach Messaging Campaign	Estimate/document number of educational materials developed and distributed
Annual Tree Sale Event	Number of trees sold
Messaging Partnership with NCWCD	Data collection opportunities will be identified as part of the partnership program development
Land Use Activities	
Internal Coordination between Town Departments	Data collection opportunities will be identified as appropriate
Require Smart Controllers for New Development through Demand Analysis	Number of controllers installed

6. ADOPTION OF NEW POLICY, PUBLIC REVIEW, AND FORMAL APPROVAL

6.1 PUBLIC REVIEW

Public participation and action are critical to the success of the Town's water efficiency efforts as many of the measures and programs rely on residents to utilize programs and modify water use

behaviors. The Town posted a draft copy of the 2021 WEP on its website on December 17, 2021, followed by a 60-day public review and comment period through February 15, 2022. All public comments that were received have been reviewed and responses are included as Appendix A.

A public review process of no less than sixty days after the date on which the draft plan is made publicly available is required for all CWCB-approved plans per C.R.S. 37-60-126 (5). The public review process is described in Appendix A of this report.

6.2 WATER EFFICIENCY PLAN ADOPTION

[This will be updated following Board adoption].

6.3 WATER EFFICIENCY PLAN APPROVAL

[This will be updated following CWCB approval].

7. COMPLIANCE WITH STATE PLANNING REQUIREMENTS

C.R.S. Section 37-60-126 requires a covered entity to develop, adopt, make publicly available, and implement a water conservation plan that will encourage its domestic, commercial, industrial, and public facility customers to use water more efficiently. According to the statute, a “covered entity” is a “municipality, agency, utility, including any privately owned utility, or other publicly owned entity with a legal obligation to supply, distribute, or otherwise provide water at retail to domestic, commercial, industrial, or public facility customers, and that has a total annual demand for such customers of two thousand acre-feet or more.”

Key elements that must be fully evaluated through the plan development are listed below:

- A. Water-saving measures and programs including:
 - 1. Water-efficient fixtures and appliances;
 - 2. Low water use landscapes, drought-resistant vegetation, removal of phreatophytes, and efficient irrigation;
 - 3. Water-efficient industrial and commercial water-using processes;
 - 4. Water reuse systems;
 - 5. Distribution system leak identification and repair;
 - 6. Information and education;
 - 7. Conservation-oriented rate structures and billing systems;
 - 8. Regulatory measures designed to encourage water conservation;
 - 9. Incentives to implement water conservation techniques including rebates.
- B. Role of conservation in entity’s supply planning.
- C. Plan implementation, monitoring, review, and revision.
- D. Future review of plan within seven years.
- E. Estimated savings from previous conservation efforts as well as estimates from implementation of current plan and new plan.
- F. Best management practices for water demand management, water efficiency, and water conservation that may be implemented through land use planning efforts.
- G. A 60-day minimum public comment period (or other time period based on local ordinance).

7.1 TOWN OF FREDERICK WATER EFFICIENCY PLAN COMPLIANCE

The Town of Frederick developed the 2021 WEP in order to comply with C.R.S. Section 37-60-126. Each element of compliance is documented below.

A. Consideration of specific water efficiency measures.

1. Fixtures and appliances: The Town will continue to support efficient indoor water use through replacement of older, less efficient fixtures and appliances. All new development will install new efficient fixtures and appliances. Because much of the Town's development is newer, many customers already have higher efficiency fixtures and appliances.
2. Outdoor water efficiency: The Town intends to actively promote water wise landscaping practices through its participation in the "Slow the Flow" and "Garden in a Box" programs. Additional outdoor rebate programs will be offered to support customer outdoor efficiency. These programs provide outdoor water efficiency opportunities and resources to homeowners at no or discounted costs to customers. The Town is also actively implementing programs to reduce potable irrigation at parks and other public spaces.
3. Commercial, Industrial, and Institutional (CII) measures: The Town promotes commercial and industrial water efficiency through its base conservation education efforts and conservation-oriented rate structure. The new Conservation Specialist will evaluate offering audits to commercial and industrial customers.
4. Water reuse systems: The Town currently does not have a non-potable reuse program. As the Town integrates the use of reusable supplies into its potable system (e.g Windy Gap), the Town will evaluate opportunities to reuse supplies that are discharged to St. Vrain Creek after treatment by Saint Vrain Sanitation District. Future reuse may include raw water irrigation throughout the Town.
5. Water loss and system leakage reduction: The Town currently completes an annual AWWA M36 audit of its system, however, the Town does not own, operate, or maintain its master supply meters and the quality of this data is unknown. The Town will pursue meter testing with Central Weld and update its AWWA M36 audit with corrected master meter data if possible. The Town currently reactively repairs identified leaks throughout its system. A more systematic and proactive leak detection program could be implemented to find and repair smaller, less obvious leaks based on findings from future audits.
6. Information and public education: The Town has active public education programs including email blasts, conservation updates to the Town's website, staff representation at the Farmers' Market with water-usage related information, and Town staff presentations on water at local schools.
7. Water rate structure: The Town's customer accounts are charged monthly based on metered water usage. The water customers pay water fees based on a Fee Schedule that is regularly updated. The Town plans to complete a rate study to consider transitioning to a water budget-based billing structure based on feasibility and recommendations from the study.
8. Regulatory measures: The Town's water customers are subject to several regulatory measures that encourage water efficiency. The Town's Municipal Code includes restrictions in the event of a drought or other water shortage emergency and encourages the reduction of excessive water use. Revisions to the Town's

Landscape and Irrigation Standards will be prepared, and all necessary code revisions will be completed to support the revised standards.

9. **Incentives:** The Town intends to offer several incentives to implement water use efficiency techniques including rebates for turf replacement programs and efficient irrigation water use. As part of the future conservation program, the Town may evaluate opportunities for other rebates and incentives targeted towards outdoor water use.
- B. Role of conservation in the Town's supply planning.** The 2022 WEP is designed to provide a comprehensive description of current and recommended water efficiency efforts that will be integrated with the Town's water supply planning. Conservation is being treated as a critical future water management solution (both short-term and long-term) at the same level of consideration as development of new/alternative supply options.
- C. Plan implementation, monitoring, review, and revision.** The Town monitors water use on a regular basis and will continue to do so. The Town intends to produce water use/demand reports periodically for each customer class and system-wide, closely tracking the water usage. The Town will provide annual water demand reporting to the CWCB as required under House Bill 10-1051 going forward.
- D. Future review of plan within seven years.** The Town plans to review and update its WEP every seven years, or as needed. During this review, progress towards achieving the stated conservation goal will be evaluated.
- E. Estimated savings from previous conservation efforts and current plan.** The Town's 2011 WEP set a goal to reduce the residential usage from 142 to 114 gpcd, or 20%. On a systemwide basis (total use divided by total population), the goal was to reduce usage from 194 to 158 gpcd, or 18.4%. Comparing the 2010 historical use represented in the 2011 WCP to the 2020 actual metered water use shows that the Town has achieved both of these reduction goals.
- F. Water efficiency and conservation that may be implemented through land use planning.** The Town is fortunate to have land use jurisdiction throughout its water service area. The Town intends to formalize arrangements for sharing data and information between departments that impact its management of water resources including Planning, Engineering, Public Works, and the newly formed Parks department. Regular communication between these departments is foundational to the integration between water and land use planning. The Town will be evaluating additional land use requirements for new development to qualify for dual water system such as the installation of smart controllers and abiding by lower water budgets.
- G. Public comment period.** A 60-day public review process was held from December 17, 2021 through February 15, 2022 as described herein.

8. REFERENCES

- 2011 WCP. Town of Frederick Water Conservation Plan. Prepared for the Town of Frederick by Civil Resources, LLC. July, 2011.
- AWWA 2006. Water Conservation Programs – A Planning Manual (Manual of Water Supply Practices M52), 1st edition. Prepared by the American Water Works Association. 2006.
- AWWA 2017. American Water Works Association (AWWA). Principles of Water Rates, Fees, and Charges, Manual of Water Supply Practices – M1, Seventh Edition. 2017.
- CWCB 2012. Municipal Water Efficiency Plan Guidance Document. Prepared for Colorado Water Conservation Board by AMEC Environment & Infrastructure. July 2012.
- CWCB 2019. Best Practices for Implementing Water Conservation and Demand Management Through Land Use Planning Efforts Addendum to 2012 Guidance Document. Prepared for Colorado Water Conservation Board by Getches-Wilkinson Center and Babbitt Center for Land and Water Policy. January 2019.
- CWCB TU. Analysis & Technical Update to the Colorado Water Plan. Colorado Water Conservation Board.
- CWW BMPs. Guidebook of Best Practices for Municipal Water Conservation in Colorado. Prepared for Colorado Water Wise by Aquacraft Water Engineering & Management, Inc. August 2010.
- Frederick, 2019. Town of Frederick Municipal Code, Chapter 13, Article II Water Utility. October 22, 2019.
- Frederick, 2020. Town of Frederick – Fee Schedule, Chapter 13: Municipal Utilities. December 2020.
- Frederick-Central Weld, 1998. Agreement between Frederick and Central Weld County Water District Concerning Domestic Potable Water Service. October 1988.
- Historical Precipitation and Temperature Data at NOAA Brighton Climate Station USC00050950. Colorado Decision Support System.
- Northern Water, 2020. Colorado-Big Thompson Quota Declarations, 1957 – 2020.
- Simmons, 2021. Email correspondence with Jennifer Simmons, Town Planning Director, dated July 1 and 12, 2021.
- Town of Frederick C-BT Usage for Parks for 2012 – 2019 as provided by the Town of Frederick staff on February 22, 2021.
- Town of Frederick Fee Schedule. Chapter 2 – Administration. December 2020.
- Water Research Foundation, 2016. Residential End Uses of Water, Version 2 Executive Report. Prepared by Water Research Foundation. Published April 2016.

APPENDIX A

Public Notice and Public Comments

A-1. Public Notice Announcement

A Public Notice was published on December 17, 2021 on the Town of Frederick website (<https://www.frederickco.gov/923/2021-Water-Efficiency-Plan?fbclid=IwAR2bqcLfNpTueVoyEReCdp-bRB0s8XzOH-thNdbgMXdRHFfsixHxXfGefQ>) and on the Town's Facebook page. Online posts with Public Notice of the plan and requests for feedback are shown below. Public comments on the Municipal Water Efficiency Plan for the Town of Frederick were requested through an online survey form and were accepted through February 15, 2022.

2021 Water Efficiency Plan



2021 Water Efficiency Plan Update

[Draft 2021 Water Efficiency Plan](#)

We would love to get your input!

[Please fill out our comment form](#) - Comments need to be sent by February 15, 2022.

 **Town of Frederick, CO - Government** January 5 · 🌐

We want your feedback (quick online survey) about a "water efficiency plan"!

We are focused on water - conservation, efficiency, and the future! Our Civil engineer has been working on a new water efficiency plan and needs your input. Using water efficiently is more important than ever as the population grows and water availability is more limited. The Town is committed to implementing a robust water efficiency program to help serve our customers with a safe and resilient water supply into the future.

Water Your Thoughts? Would you please take a look at the "Draft 2021 Water Efficiency Plan" and fill out the online comment form by February 15?

<https://www.frederickco.gov/923/2021-Water-Efficiency-Plan>



 **Town of Frederick, CO - Government** February 4 at 5:07 PM · 🌐

Did you know that I-25 was completed in 1969 and linked the Carbon Valley with Interstate 70 and the rest of the Front Range region, expanding industrial and suburban-style growth and development opportunities?

It's no secret that Frederick is emerging as a sought-after community with a high quality of life, attracting an increasing number of commuters. Therefore, it is vital to focus on our current and future water demands!

WE NEED YOUR INPUT by February 15 on our draft Water Efficiency Plan. If the social media team can read it and pull out fascinating facts, you will too.

<https://www.frederickco.gov/923/2021-Water-Efficiency-Plan>

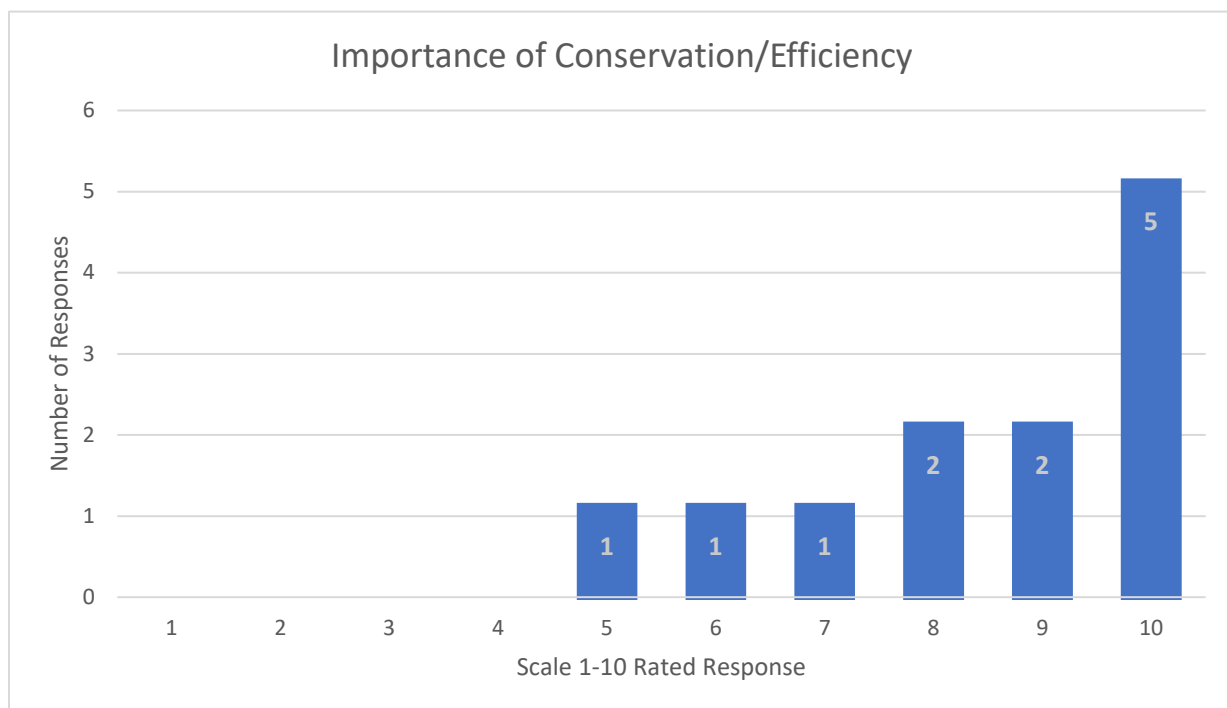


A-2. Public Comments

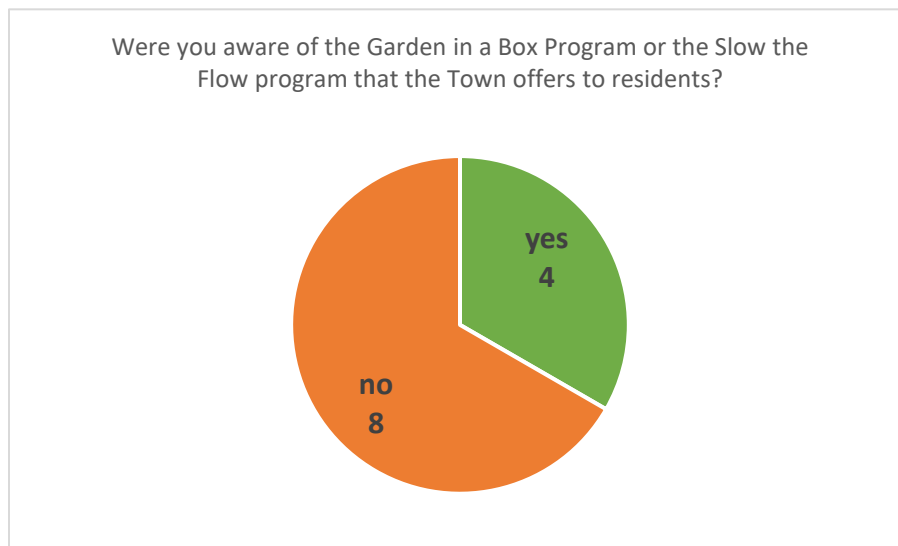
The 60-day public review process was held from December 17, 2021 through February 15, 2022. During this period, the Town received twelve (12) comments through the survey portal and one (1) via Facebook. The survey portal requested the following information:

1. Please let us know how you feel about the proposed plan document.
2. How important is water conservation/efficiency to you on a scale of 1-10.
3. Were you aware of the Garden in a Box Program or the Slow the Flow program that the Town offers to residents?

The chart below provides an overview of public replies to prompt 2 above, showing the number of public responses for each scale value from 1 to 10.



The chart below provides an overview of public replies to prompt 3 above, showing the number of responders who were aware of the Garden in a Box/Slow the Flow programs and those who were not aware of these programs.



Comments provided in response to prompt 1 above are summarized below with responses from the Town and are attached as A-3. Note that not all responders completed this field.

Public Comment #1: The first thing the town needs to do is stop watering needless grass. For example, the grass that runs along Colorado Blvd is ridiculously over-watered, it's mainly weeds and rocks. It is watered so much that there is standing water along the path even on the hottest days in the summer. Stop allowing builders (home and business) to install sidewalk grass and landscaping that needs excess water. The town waters grass EVERY day. Nothing needs to be watered every day unless it is newly planted. Please review you building guidelines for landscaping needs. Possibly using xeriscape instead of grass.

The Town has hired a full-time Parks and Open Space Director in January of 2022, which will increase the Town's internal capacity to evaluate irrigation practices and more actively manage the irrigation and landscaping in public parks and common spaces. The Town has identified the potential to develop a program to remove or replace turf in some public spaces and to install smart controllers to help manage irrigation. This program is included in Table 9 and will be further developed and implemented by the new Parks and Open Space Director.

Public Comment #2: I agree with the proposed plan document because water is necessary but if we do not get enough snow pack each year it can become sparse.

Thank you for your comment. No response needed.

Public Comment #3: Table 9 has a section, potentially requiring landscapers to carry a certification, this seems like it could potentially hurt small business. I do not see how any potential benefit could outweigh this.

Many common certification programs for landscape and irrigation professionals, particularly those sponsored by utilities, are offered free of charge for those seeking certification. These programs may present local information that can help certified professionals in design and application of professional services to achieve higher water efficiency based on local conditions. Earning a locally recognized certification can help small businesses win more work and provides a training opportunity for professionals to increase their knowledge of local challenges and to present efficient irrigation and landscaping best practices.

Public Comment #4: I believe growth should pay its own way. If we are truly running out of water, how can you ask us to reduce consumption and ignore the fact that we are issuing new building permits? The best water efficiency plan reduces additional users.

The Town of Frederick's Municipal Code currently requires developers to dedicate C-BT units to the Town for new residential development and new commercial developments may pay for water units or dedicate C-BT units to the Town. While reducing users can reduce the volume of water used, this does not impact how efficiently water is being used. Using water more efficiently has many additional benefits including reducing water waste, protecting quality of life, preparing for changing climate futures, delaying the need for capital improvement projects, and mitigating impacts from drought.

Public Comment #5: Like most documents of this kind, it's fairly thorough, informative and done with good intentions. The problem lies with execution. Don't bother to have ordinances and regulations unless we are willing to enforce them. That means having staff to do that. Don't hire new staff (Parks Director, Conservation Specialist) unless they are respected across the water-wise industry and use land-grant university researched information. Don't just reward residents and businesses for making changes, but make them PAY when this ultra-valuable resource is wasted. EDUCATE. Have tips and "did you know" facts about things we take for granted and waste. Tap into your volunteer network for ideas.

The Plan describes a general strategy for implementation in Section 5 of the report. Details for implementing each program or measure will be developed by the new staff members described in Section 4.3.1.4 of the WEP (Conservation Specialist and Parks and Open Space Director). A large part of the conservation program enforcement will be occur through customer water use price signals. The planned water rate study and the subsequent advancement of billing rate structure recommendations will target more efficient water use through higher rates at higher water use levels, incentivizing more efficient water use. This is paired with outreach and education efforts, as described in Section 4.3.4 of the Plan, which are developed to help support customers with informational and instructional resources and through Town-sponsored programs. The Town will conduct a competitive application and interview process to select the best candidates for each of the two identified positions.

Public Comment #6: I think a lot of the ideas in the Efficiency Plan are great. Although I do like the idea of "cash for grass" turf replacement, I also know there aren't enough studies done on the effects of artificial turf. Are there PFAs? Will chemicals run off

run the turf? Etc. I would propose a "cash for xeriscaping" or something like that if people replace their turfgrass with that. Also, perhaps I missed this in the plan, but I think another way to conserve water would be to ensure that no HOA's within the Town of Frederick are allowed to force the homeowners put in grass (Kentucky Blue Grass, most likely). If the homeowner wants to - fine, but if they choose xeriscaping or a garden in their yard, that should be allowed. Not only is water important to conserve, but there are many other environmental factors that go into the water efficiency plan. Overall, thank you for caring about water efficiency and conservation. It's important to our future!

The intention for the Town's proposed turf replacement program is to replace existing turf with low water use landscaping (e.g. xeric plant materials, native landscaping) or no water use landscaping (e.g. hardscape, mulch). This could also include artificial turf, however, this is not the recommended focus for the program (see Section 4.3.2.1). The Town does not have the authority over HOA covenants beyond the Town's minimum standards. Integration with HOAs will be evaluated as part of the Town's water efficient landscaping and irrigation standards audit (see Section 4.3.3.1).

Public Comment #7: I think it's vital to Frederick and all of the residents, present and future, considering the present and future issues concerning the availability of water on the Front Range.

Thank you for your comment. No response needed.

Public Comment #8: The incentives look interesting. Have you looked at alternative water sources like Greely did with the Terry Ranch aquifer for long-term water supply that is not dependent on the scarce CBT water units? Also, did you consider the use of Siemens powered dual-water meter system for homes, which accounts separately for outdoor and indoor usage in new SF homes to reduce the water requirements for new developments?

The Town is evaluating alternative water sources including non-potable reuse of supplies through its Long-Range Water Supply Plan, currently under development. The Town will convert all potable water customer meters to include advanced metering infrastructure technology (AMI). This will allow the Town to monitor near real-time water use and that data will be available to customers on a more frequent basis than the current monthly billing allows. This will support all conservation activities moving forward and will provide customers with tools to better understand their water use patterns and how that relates to their water bills. For reference, indoor and outdoor water use is reasonably estimated using methodology described in Section 3.2.1 of this plan. While exploring the water use outdoors vs. indoors will help to target efficiency programs, retrofitting homes onto a dual-meter system is potentially cost-prohibitive. The Town may consider dual water meter systems on new development; however, this may create complications within the Town's billing system.

Public Comment #9: Thank you for your work on this. Frederick may also need to consider additional incentives for zeroscaping and create a marketing plan for new residential developments to appeal to those who would embrace the use of less water

and allow the town to be more efficient with its water requirements to allow for more economic development.

The Plan describes some specific technical assistance and incentives programs in Section 4.3.2. These will be implemented and further advanced over time based on observations, evaluations, and recommendations from staff, specifically the new Conservation Specialist. The Conservation Specialist will work closely with other Town staff to develop and execute a public messaging campaign to support the Town's conservation programs.

Public Comment #10 (Facebook): This looks like a certification requirement for landscapers. How is that beneficial and not going to hurt small business?

See response to Comment #3 above.

Sarah Watson

From: noreply@civicplus.com
Sent: Tuesday, January 11, 2022 10:32 AM
To: Sarah Watson
Subject: Online Form Submittal: Water Efficiency Plan Comment Form

CAUTION: This email originated from outside of the Town of Frederick.
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Water Efficiency Plan Comment Form

Water Efficiency Plan Comment Form

Please let us know how you feel about the proposed plan document.

The first thing the town needs to do is stop watering needless grass. For example, the grass that runs along Colorado Blvd is ridiculously over-watered, it's mainly weeds and rocks. It is watered so much that there is standing water along the path even on the hottest days in the summer. Stop allowing builders (home and business) to install sidewalk grass and landscaping that needs excess water. The town waters grass EVERY day. Nothing needs to be watered every day unless it is newly planted. Please review you building guidelines for landscaping needs. Possibly using xeriscape instead of grass.

How important is water conservation/efficiency to you on a scale of 1-10?

10 (Highest)

Were you aware of the Garden in a Box Program or the Slow the Flow program that the Town offers to residents?

No

Additional questions please contact Sarah Watson, Swatson@Frederickco.gov or 720-382-5603

Thank you for your input!

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Sarah Watson

From: noreply@civicplus.com
Sent: Friday, January 7, 2022 10:31 AM
To: Sarah Watson
Subject: Online Form Submittal: Water Efficiency Plan Comment Form

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Water Efficiency Plan Comment Form

Water Efficiency Plan Comment Form

Please let us know how you feel about the proposed plan document. *Field not completed.*

How important is water conservation/efficiency to you on a scale of 1-10? 10 (Highest)

Were you aware of the Garden in a Box Program or the Slow the Flow program that the Town offers to residents? No

Additional questions please contact Sarah Watson, Swatson@Frederickco.gov or 720-382-5603

Thank you for your input!

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Sarah Watson

From: noreply@civicplus.com
Sent: Thursday, January 6, 2022 6:29 PM
To: Sarah Watson
Subject: Online Form Submittal: Water Efficiency Plan Comment Form

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Water Efficiency Plan Comment Form

Water Efficiency Plan Comment Form

Please let us know how you feel about the proposed plan document. *Field not completed.*

How important is water conservation/efficiency to you on a scale of 1-10? 5

Were you aware of the Garden in a Box Program or the Slow the Flow program that the Town offers to residents? No

Additional questions please contact Sarah Watson, Swatson@Frederickco.gov or 720-382-5603

Thank you for your input!

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Sarah Watson

From: noreply@civicplus.com
Sent: Thursday, January 6, 2022 5:15 PM
To: Sarah Watson
Subject: Online Form Submittal: Water Efficiency Plan Comment Form

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Water Efficiency Plan Comment Form

Water Efficiency Plan Comment Form

Please let us know how you feel about the proposed plan document.	I agree with the proposed plan document because water is necessary but if we do not get enough snow pack each year it can become sparse.
---	--

How important is water conservation/efficiency to you on a scale of 1-10?	8
---	---

Were you aware of the Garden in a Box Program or the Slow the Flow program that the Town offers to residents?	No
---	----

Additional questions please contact Sarah Watson, Swatson@Frederickco.gov or 720-382-5603

Thank you for your input!

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Sarah Watson

From: noreply@civicplus.com
Sent: Thursday, January 6, 2022 10:35 AM
To: Sarah Watson
Subject: Online Form Submittal: Water Efficiency Plan Comment Form

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Water Efficiency Plan Comment Form

Water Efficiency Plan Comment Form

Please let us know how you feel about the proposed plan document. *Field not completed.*

How important is water conservation/efficiency to you on a scale of 1-10? 9

Were you aware of the Garden in a Box Program or the Slow the Flow program that the Town offers to residents? Yes

Additional questions please contact Sarah Watson, Swatson@Frederickco.gov or 720-382-5603

Thank you for your input!

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Sarah Watson

From: noreply@civicplus.com
Sent: Wednesday, January 5, 2022 8:29 PM
To: Sarah Watson
Subject: Online Form Submittal: Water Efficiency Plan Comment Form

Follow Up Flag: Follow up
Flag Status: Completed

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Water Efficiency Plan Comment Form

Water Efficiency Plan Comment Form

Please let us know how you feel about the proposed plan document.	Table 9 has a section, potentially requiring landscapers to carry a certification, this seems like it could potentially hurt small business. I do not see how any potential benefit could outweigh this.
---	--

How important is water conservation/efficiency to you on a scale of 1-10?	6
---	---

Were you aware of the Garden in a Box Program or the Slow the Flow program that the Town offers to residents?	Yes
---	-----

Additional questions please contact Sarah Watson, Swatson@Frederickco.gov or 720-382-5603

Thank you for your input!

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Sarah Watson

From: noreply@civicplus.com
Sent: Wednesday, January 5, 2022 6:19 PM
To: Sarah Watson
Subject: Online Form Submittal: Water Efficiency Plan Comment Form

Follow Up Flag: Follow up
Flag Status: Completed

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Water Efficiency Plan Comment Form

Water Efficiency Plan Comment Form

Please let us know how you feel about the proposed plan document.	I believe growth should pay its own way. If we are truly running out of water, how can you ask us to reduce consumption and ignore the fact that we are issuing new building permits? The best water efficiency plan reduces additional users.
---	--

How important is water conservation/efficiency to you on a scale of 1-10?	7
---	---

Were you aware of the Garden in a Box Program or the Slow the Flow program that the Town offers to residents?	Yes
---	-----

Additional questions please contact Sarah Watson, Swatson@Frederickco.gov or 720-382-5603

Thank you for your input!

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Sarah Watson

From: noreply@civicplus.com
Sent: Tuesday, February 15, 2022 4:42 PM
To: Sarah Watson
Subject: Online Form Submittal: Water Efficiency Plan Comment Form

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Water Efficiency Plan Comment Form

Water Efficiency Plan Comment Form

Please let us know how you feel about the proposed plan document.

Like most documents of this kind, it's fairly thorough, informative and done with good intentions. The problem lies with execution. Don't bother to have ordinances and regulations unless we are willing to enforce them. That means having staff to do that. Don't hire new staff (Parks Director, Conservation Specialist) unless they are respected across the water-wise industry and use land-grant university researched information. Don't just reward residents and businesses for making changes, but make them PAY when this ultra-valuable resource is wasted. EDUCATE. Have tips and "did you know" facts about things we take for granted and waste. Tap into your volunteer network for ideas.

How important is water conservation/efficiency to you on a scale of 1-10?

8

Were you aware of the Garden in a Box Program or the Slow the Flow program that the Town offers to residents?

Yes

Additional questions please contact Sarah Watson, Swatson@Frederickco.gov or 720-382-5603

Thank you for your input!

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Sarah Watson

From: noreply@civicplus.com
Sent: Sunday, February 6, 2022 5:01 PM
To: Sarah Watson
Subject: Online Form Submittal: Water Efficiency Plan Comment Form

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Water Efficiency Plan Comment Form

Water Efficiency Plan Comment Form

Please let us know how you feel about the proposed plan document.

I think a lot of the ideas in the Efficiency Plan are great. Although I do like the idea of "cash for grass" turf replacement, I also know there aren't enough studies done on the effects of artificial turf. Are there PFAs? Will chemicals run off run the turf? Etc. I would propose a "cash for xeriscaping" or something like that if people replace their turfgrass with that. Also, perhaps I missed this in the plan, but I think another way to conserve water would be to ensure that no HOA's within the Town of Frederick are allowed to force the homeowners put in grass (Kentucky Blue Grass, most likely). If the homeowner wants to - fine, but if they choose xeriscaping or a garden in their yard, that should be allowed. Not only is water important to conserve, but there are many other environmental factors that go into the water efficiency plan.

Overall, thank you for caring about water efficiency and conservation. It's important to our future!

How important is water conservation/efficiency to you on a scale of 1-10?

10 (Highest)

Were you aware of the Garden in a Box Program or the Slow the Flow program that the Town offers to residents?

No

Additional questions please contact Sarah Watson, Swatson@Frederickco.gov or 720-382-5603

Thank you for your input!

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Sarah Watson

From: noreply@civicplus.com
Sent: Friday, February 4, 2022 8:47 PM
To: Sarah Watson
Subject: Online Form Submittal: Water Efficiency Plan Comment Form

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Water Efficiency Plan Comment Form

Water Efficiency Plan Comment Form

Please let us know how you feel about the proposed plan document.	I think it's vital to Frederick and all of the residents, present and future, considering the present and future issues concerning the availability of water on the Front Range.
---	--

How important is water conservation/efficiency to you on a scale of 1-10?	10 (Highest)
---	--------------

Were you aware of the Garden in a Box Program or the Slow the Flow program that the Town offers to residents?	No
---	----

Additional questions please contact Sarah Watson, Swatson@Frederickco.gov or 720-382-5603

Thank you for your input!

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Sarah Watson

From: noreply@civicplus.com
Sent: Tuesday, January 25, 2022 1:35 PM
To: Sarah Watson
Subject: Online Form Submittal: Water Efficiency Plan Comment Form

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Water Efficiency Plan Comment Form

Water Efficiency Plan Comment Form

Please let us know how you feel about the proposed plan document.

The incentives look interesting. Have you looked at alternative water sources like Greely did with the Terry Ranch aquifer for long-term water supply that is not dependent on the scarce C-BT water units? Also, did you consider the use of Siemens-powered dual-water meter system for homes, which accounts separately for outdoor and indoor usage in new SF homes to reduce the water requirements for new developments?

How important is water conservation/efficiency to you on a scale of 1-10?

9

Were you aware of the Garden in a Box Program or the Slow the Flow program that the Town offers to residents?

No

Additional questions please contact Sarah Watson, Swatson@Frederickco.gov or 720-382-5603

Thank you for your input!

Email not displaying correctly? [View it in your browser.](#)

Sarah Watson

From: noreply@civicplus.com
Sent: Tuesday, January 25, 2022 6:51 AM
To: Sarah Watson
Subject: Online Form Submittal: Water Efficiency Plan Comment Form

CAUTION: This email originated from outside of the Town of Frederick.
Do not click links or open attachments unless you can confirm the sender and content is safe

Water Efficiency Plan Comment Form

Water Efficiency Plan Comment Form

Please let us know how you feel about the proposed plan document.

Thank you for your work on this. Frederick may also need to consider additional incentives for zeroscaping and create a marketing plan for new residential developments to appeal to those who would embrace the use of less water and allow the town to be more efficient with its water requirements to allow for more economic development.

How important is water conservation/efficiency to you on a scale of 1-10?

10 (Highest)

Were you aware of the Garden in a Box Program or the Slow the Flow program that the Town offers to residents?

No

Additional questions please contact Sarah Watson, Swatson@Frederickco.gov or 720-382-5603

Thank you for your input!

Email not displaying correctly? [View it in your browser.](#)

Sarah Watson

From: Angela Wilson
Sent: Tuesday, January 11, 2022 9:53 AM
To: Sarah Watson
Subject: FB comments on Water Efficiency Plan post

FB comments on Water Efficiency Plan post on 1/5/2022



Town of Frederick, CO - Government



Frederick, CO - Official website

Like · Reply · Remove Preview · 5d



Jason Datray

Town of Frederick, CO - Government This looks like a certification requirement for landscapers. How is that beneficial and not going to hurt small business?



Like · Reply · Hide · [Send Message](#) · 5d



Author

Town of Frederick, CO - Government ✓

Jason Datray great example of a comment for the online form that will go directly on our Civil Engineer. FB comments just stay here so we sure hope you fill out the comment form. Thanks!

Like · Reply · 5d



Rusty O'Neal

Jason Datray Please give me a call directly 7205047368. That was not my understanding when it was presented to the board. Trustee O'Neal.

Like · Reply · Hide · [Send Message](#) · 3d · Edited

Write a comment...





Click [here](#) to see what matters to us!

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APPENDIX B

Official Plan Adoption Resolution

B. Official Plan Adoption Resolution

The Town of Frederick Engineering and Public Works staff have reviewed this Water Efficiency Plan and provided comments, after which the Public Review period began. The Plan was presented to the Town Board of Trustees on November 30, 2021. The Town Board provided comments on the Water Efficiency Plan. On XXXX, the Town Board adopted the Water Efficiency Plan. A copy of Resolution 22-R-xx adopting the Water Efficiency Plan is attached.

**TOWN OF FREDERICK, COLORADO
RESOLUTION NO. 22-R-26**

**A RESOLUTION OF THE TOWN OF FREDERICK, COLORADO,
ADOPTING THE TOWN OF FREDERICK 2022 WATER EFFICIENCY PLAN**

WHEREAS, the Town retained the consultant team from Element Water Consulting (Element), to assist with the creation of the 2022 Water Efficiency Plan for the Town of Frederick; and

WHEREAS, Element used a process that delivered technical expertise and involvement from staff and Legal Counsel; and

WHEREAS, the Town and Element engaged in an iterative process to develop the 2022 Water Efficiency Plan, which sets out an extensive list of possible programs, opportunities and strategies for the Town to reduce its water demands through water conservation and efficiency; and

WHEREAS, the Board of Trustees of the Town of Frederick, Colorado, held a public work session on November 30th, 2021 and considered the 2022 Water Efficiency Plan as an official document and policy of the Town of Frederick.

WHEREAS, the Town opened a 60-day public comment period and collected public comments on the proposed Water Efficiency Plan from December 17, 2021 to February 15, 2022.

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF FREDERICK, COLORADO, AS FOLLOWS:

- Section 1. Adoption of Plan.** The Board of Trustees finds adoption of the 2022 Water Efficiency Plan to be in the best interest of the Town of Frederick, and hereby approves and adopts the plan, which is attached as **Exhibit A** to this Resolution.
- Section 2. Submittal of Plan.** The Board of Trustees authorize the Mayor to sign the cover letter to be submitted with the WEP to the Colorado Water Conservation Board, which is attached as Exhibit B to this Resolution.
- Section 3. Effective Date.** This resolution shall become effective immediately upon adoption.
- Section 4. Repealer.** All resolutions, or parts thereof, in conflict with this resolution are hereby repealed, provided that such repealer shall not repeal the repealer clauses of such resolution nor revive any resolution thereby.
- Section 5. Certification.** The Town Clerk shall certify to the passage of this resolution and make not less than one copy of the adopted resolution available for inspection by the public during regular business hours.

**INTRODUCED, READ, PASSED AND ADOPTED THIS 22ND DAY OF MARCH,
2022.**

ATTEST:

TOWN OF FREDERICK:

By: _____
Meghan C. Martinez, MMC, Town Clerk

By: _____
Tracie Crites, Mayor

EXHIBIT A

(2022 Water Efficiency Plan)

EXHIBIT B

(Cover Letter to Colorado Water Conservation Board)



401 LOCUST STREET • P.O. BOX 435 • FREDERICK, CO 80530-0435

PHONE: (720) 382-5500 • FAX: (720) 382-5520

FREDERICKCO.GOV

March 22, 2022

Mr. Kevin Reidy
Colorado Water Conservation Board

1313 Sherman Street, Room 718
Denver, Colorado 80203

RE: Town of Frederick Water Efficiency Plan

Dear Mr. Reidy,

The Town of Frederick is pleased to submit a final draft Municipal Water Efficiency Plan for review by the Colorado Water Conservation Board's Office of Water Supply Planning Section (CWCB). As requested by the CWCB, the following information is provided to satisfy specific elements of the Conservation Plan Submittal Required Plan Elements Checklist.

Name and Contact Information:

Town of Frederick
Attn: Sarah Watson
PO Box 435
Frederick, Colorado 80530
720-382-5500
SWatson@FrederickCO.gov

Organizations and Individuals that Assisted in the Plan Development:

Town of Frederick

- Sarah Watson, Civil Engineer
- Kevin Ash, Engineering Director

ELEMENT Water Consulting

- Logan Burba, Senior Water Resources Engineer
- Matt Welsh, Principal - Hydrologist
- Neelha Mudigonda, Water Resources Engineer

The Town of Frederick is committed to the actions outlined in the submitted Water Efficiency Plan and will dedicate the resources necessary to implement the programs and measures described therein. Please do not hesitate to contact us with any questions.

Sincerely,

Built on What Matters.



TOWN OF FREDERICK BOARD OF TRUSTEES ACTION MEMORANDUM

Tracie Crites, Mayor

Dan March, Mayor Pro Tem
Mark Lamach, Trustee
Adam Mahan, Trustee

Rusty O'Neal, Trustee
Kevin Brown, Trustee
Windi Padia, Trustee

Consideration of the 25/52 East Subarea Plan

Agenda Date: Town Board Meeting - March 22, 2022

Attachments:

- a. 25/52 East Subarea Plan
- b. Planning Commission Minutes
- c. PCR-2022-07A
- d. E-mail from Nelson family
- e. Infographic

Finance Review:

Finance Director

Submitted by:

Ali van Deutekom
Planning Manager

Approved for Presentation:


Town Manager

☐ Quasi-Judicial

☐ Legislative

☒ Administrative

Summary Statement:

This is a request to adopt the 25/52 East Subarea Plan as a supplement to the Comprehensive Plan.

Detail of Issue/Request:

The Board of Trustees directed staff to begin work on a subarea plan in January of 2021 for the property bounded by Highway 52 on the south, the East I-25 Frontage Road on the west, Godding Hollow Parkway on the east, and the half section line (one-half mile north of Tipple Parkway) between Tipple Parkway and Godding Hollow Parkway on the north. Over the last year both the Planning Commission and Board of Trustees have met numerous times to discuss preferences and receive information from the consultant, Houseal Lavigne.

Built on What Matters.

Staff has gathered feedback from the property owners and included these edits within the final draft of the plan. Staff received a written statement of support from the Nelson family, which is attached to this report. The Town's retail strategist, KP Consulting and Associates, has reviewed the document to ensure the subarea plan and retail strategy are in alignment.

Comprehensive Plan Amendment Review Criteria:

- (1) The amendment improves the implementation of one or more of the goals, policies, and strategies of The Town of Frederick Comprehensive Plan, 2006.
- (2) The amendment will not pose a detrimental impact on existing or planned Town facilities, services or transportation facilities.
- (3) The amendment will not interfere with the existing or emerging land use patterns and densities/intensities of the surrounding neighborhoods as depicted on the Land Use Plan and contained within the Town of Frederick Comprehensive Plan, 2006.
- (4) The amendment will not interfere with, or prevent, the provision of any of the area's (neighborhood's) existing, planned, or previously committed services.

Staff Comment: Staff believes this supplemental plan to the comprehensive plan meets the review criteria.

Public Notice:

This project was properly noticed according to the requirements of Section 4.5 of the Frederick Land Use Code.

Planning Commission: The Planning Commission was held March 17, 2022. The Planning Commission voted to adopt the plan with a vote of 4-0. One resident spoke during the public hearing in support of the plan.

Legal Comments:

The Town's Land Use Attorney has been involved in the creation of the plan, provided feedback throughout the process and reviewed the final draft.

Alternatives/Options:

The Board of Trustees may choose whether or not to ratify the decision of the Planning Commission.

Ordinance No.

Approval:

I move that we ratify the decision of the Planning Commission and designate the Town of Frederick 25/52 East Subarea Plan as a supplement to the Comprehensive Plan; and to direct the Town Attorney to memorialize this approval as a resolution for prompt execution by Mayor Crites without further action of the Board.

Denial:

I move that we deny the ratification of the decision of the Planning Commission to designate the Town of Frederick 25/52 East Subarea Plan as a supplement to the Comprehensive Plan based on the following findings of fact (list specific facts); and to direct the Town Attorney to reduce this denial, along with the findings of fact, to writing for prompt execution by Mayor Crites without further action of the Board.

Financial Considerations:

Not Applicable.

Frederick, Colorado

25/52 EAST SUBAREA

Draft March 11, 2022

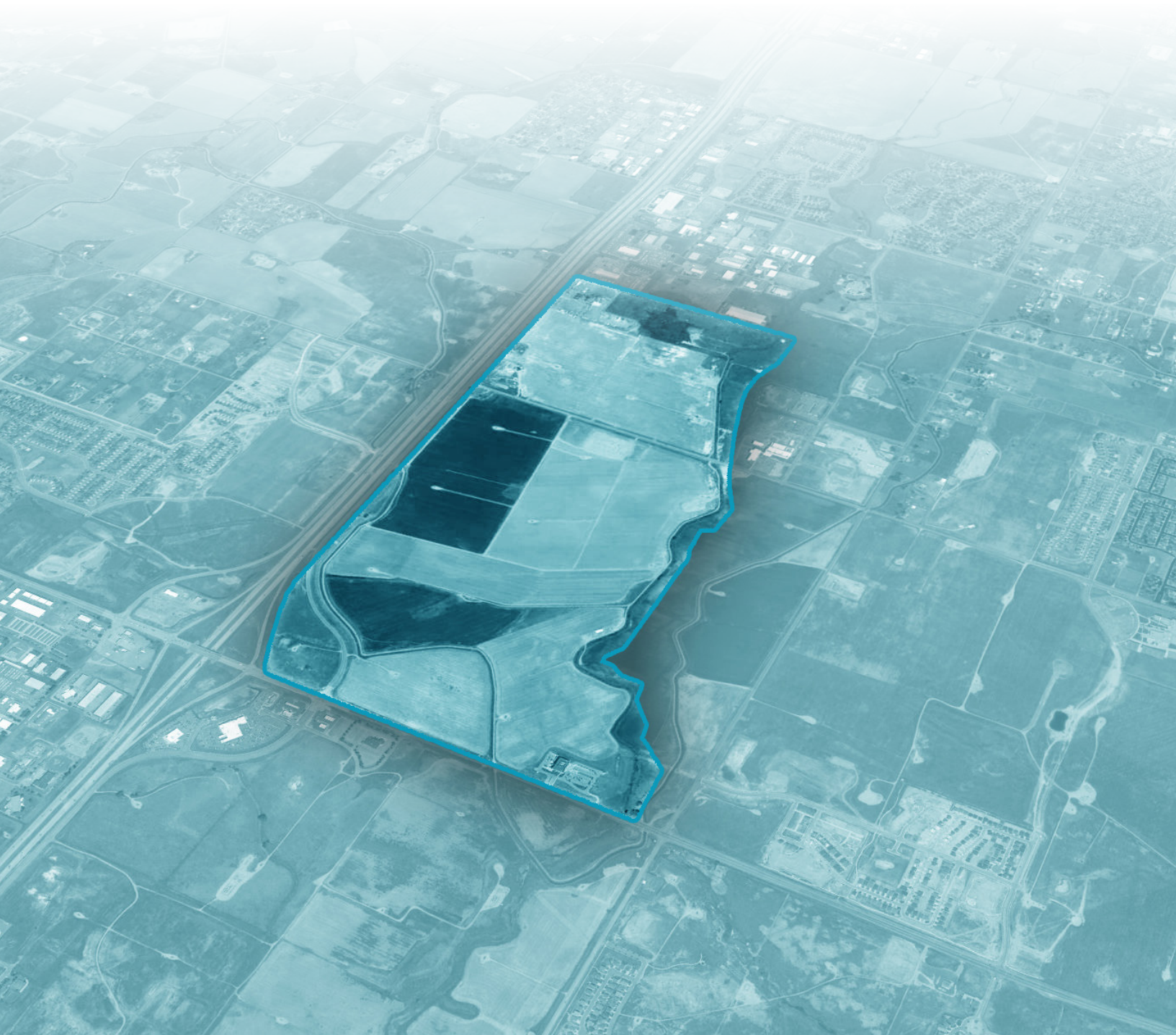


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SECTION 1: INTRODUCTION

The 25/52 East Subarea Plan is an important guiding document for the Town of Frederick. The plan, together with the Town's other codes, ordinances, and procedures, will help the Frederick community navigate development of this important area in a manner that reflects the community's aspirations and long-range objectives.

This introductory section highlights the purpose of the plan and highlights background information and conditions having an influence on the plan's development, including issues related to regional setting, land use, environmental constraints, market conditions, and development suitability of the area.

PURPOSE OF THE PLAN

The purpose of the 25/52 East Subarea Plan is to provide guidance for land use and development of the 600+ acre area that serves as a gateway into the Frederick community at the I-25 and State Highway 52 interchange. This area represents a unique, highly visible, and easily accessible development opportunity that can benefit the Town economically and further establish and enhance the Town's overall character, image, and identity within the Front Range.

While not intended to pre-determine a particular site plan or specific development program, the 25/52 East Subarea Plan should serve to clearly articulate a vision for the study area that reflects the Town's land use and development aspirations relative to a variety of uses including but not limited to retail, restaurants, and entertainment, office and business park, civic and open space, and a range of residential housing types. As opposed to rigidly zoning the study area, the approach of this Plan is to "set the table" for development success by articulating a meaningful vision for further implementation through updated zoning regulations and, for development that may occur prior to adoption of those updates, planned unit development applications.

By this Plan Frederick intends establish its vision for the area so that it may work collaboratively with landowners and developers to realize the vision over time. The 25/52 East Subarea Plan will serve as a guide for decision-making and will effectively serve Town officials, developers, property owners, and community stakeholders as they navigate development of the area in the years to come.

GUIDING PRINCIPLES

The 25/52 East Subarea Plan is guided by principles aimed to optimize the site’s potential. Collectively, these principles reflect the realities influencing the area and respond to the community’s aspirations and vision regarding development of the area. These principles include:

PROMOTE AN INVITING AND VIBRANT RETAIL/MIXED-USE DESTINATION

The 25/52 East Subarea Plan aims to promote a retail and entertainment destination that draws in both local and regional visitors. Creating a strong sense of place is a core objective of the plan, and includes establishing an attractive, pedestrian-friendly, amenity-rich environment that combines an exciting mix of uses. The “place” that results from implementation of this 25/52 East Subarea Plan must be “uniquely Frederick,” and differentiated enough in the marketplace to create an incentive for visitors to drive past other potentially competing retail, restaurant, entertainment, and recreation products in order to reach 25/52 East as their destination.

RESPOND TO THE MARKET WITH A UNIQUELY “FREDERICK” PLACE

The 25/52 East Subarea Plan is grounded in market realities for potential development as the planning team understands them based on the best data available to it. However the, commercial/retail/restaurant/entertainment market is dynamic and responding to changing conditions. The Planning Area represents a unique opportunity for a vibrant mix of retail, restaurant, entertainment, lodging, residential, recreation, employment, conference, educational, and other uses, drawing from a rapidly growing Front Range.

LEVERAGE HIGH VISIBILITY

The 25/52 East Subarea Plan leverage the highly visible location at the I-25 and State Highway 52 interchange. In addition to serving as a key gateway into the Frederick community, the subarea’s location is ideally suited to take advantage of the more than 125,000 vehicles that pass the area daily along I-25 and State Highway 52.

RESPOND TO ENVIRONMENTAL CONSTRAINTS

The 25/52 East Subarea Plan respond to existing environmental and mining related constraints on potential development. While the plan identifies preferred land uses and development types, the existing environmental and mining related constraints must be thorough investigated as individual developments are proposed and considered. It is likely that the development potential of some areas will be limited due to these constraints.

REGIONAL SETTING

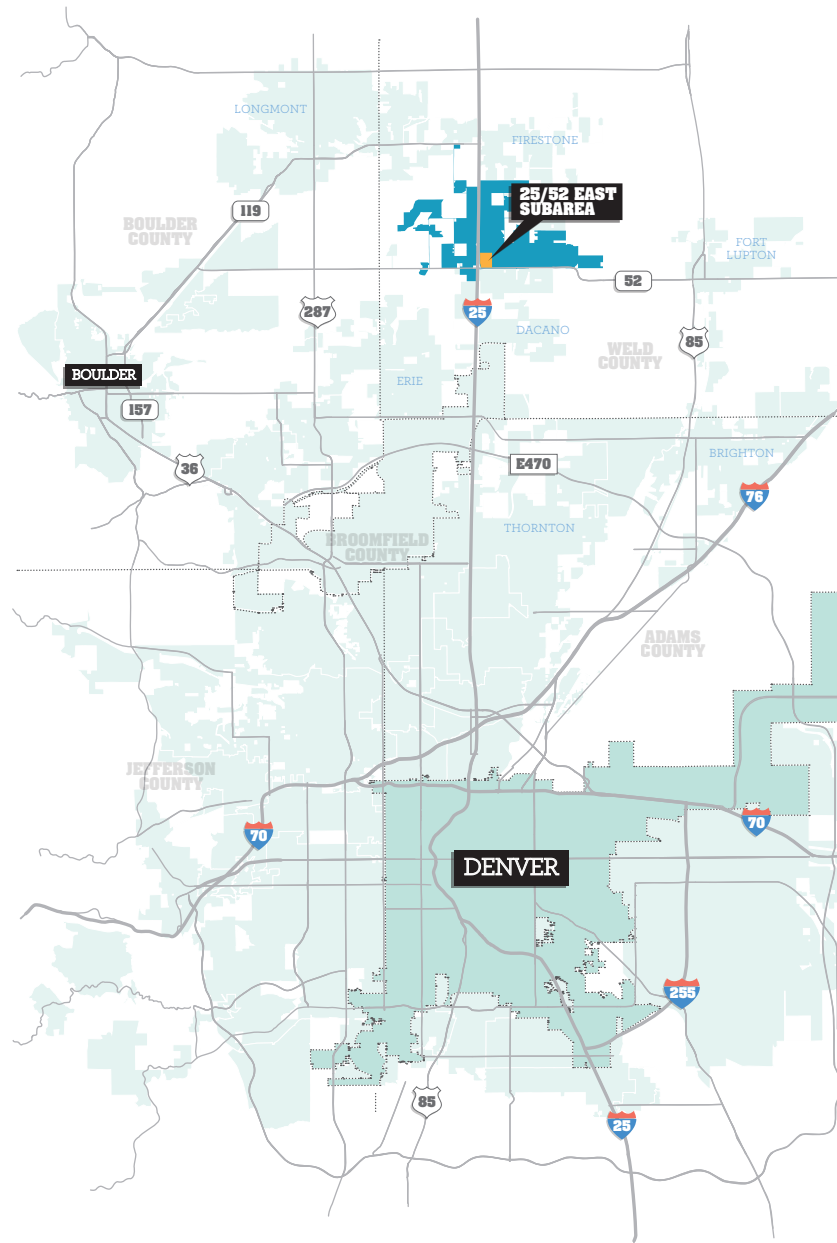
The Town of Frederick, located in Weld County, sits along the Front Range of the Rocky Mountains, with its western edge outlined by Boulder Creek. Located just 20 miles north of Denver and 20 miles east of Boulder, the Town of Frederick encompasses more than 14 square miles. Traversed by I-25, Frederick is south of State Highway 119 and stretches for nearly six miles along State Highway 52. The geographic location of the 25/52 East Subarea Plan makes it an attractive location for future development, the subarea's position along major regional transportation routes is one of its key strengths.

EXISTING LAND USE

The nearly 650-acre study area is primarily used for agricultural purposes. There are several existing businesses within the project area, including a medical use along Highway 52 just west of Silver Birch Boulevard and light industrial uses along E I-25 Frontage Road (Weld County Road 9), just north of Tipple Parkway.

ENVIRONMENTAL CONSTRAINTS

The 25/52 East Subarea is impacted by several environmental constraints, including mines, mine air shafts, oil and gas wells, and potential wetlands. Approximately 38 percent of the land area within the study area contains mines with depths from 50 feet to 200 feet, while approximately 13 percent consists of likely wetlands. These manmade and natural environmental features, along with the 66 oil and gas wells and one mine/air shaft, constrain the development potential of some parts of the study area. As further detailed in the **Phase 1 Environmental Site Assessment**, the northern part of the study area is within an area that has experienced land subsidence in the recent past. These, as well as additional environmental conditions outlined in the Phase-1 ESA, are key factors and drivers that will inform the sites, scale, and types of uses that can ultimately be developed.



MARKET

Development of the 25/52 East Subarea Plan included a socioeconomic analysis that identified key factors in relation to local real estate markets for residential, retail, office, and industrial uses. The following are the key takeaways for each market.

RETAIL

Per the sales leakage report prepared for the Town in February 2021, food services and drinking establishments leaked \$10.1 million in 2019, or about 50 percent of total taxable sales to outside communities. The other leakage drivers were general merchandise (\$11.5 million, 100% of sales) and clothing (\$6.6 million, 100% of sales), indicating Frederick has no establishments in these categories. The only sales leak categories that were unique to Frederick and not nearby towns in the Carbon Valley market were building materials, garden equipment and supply stores, food and beverage stores, and gas stations. Motor vehicle (\$13.8 million) and e-commerce sales (\$12.0 million) were the leaders in net sales imports.

Retail markets are complicated, but the sales leakage study suggests market potential for retail uses within the study area. In addition, Frederick's strategic positioning along the I-25 corridor should help to expand market penetration in its very large (and growing) secondary trade area. While much remains unclear in the near-term, it is anticipated that demographic forces will continue to drive the local retail market.

OFFICE

Vacancy rates in the office market increased from 2.3 percent at the end of 2019 to 9.2 percent at the end of 2020. The first quarter of 2021 posted a vacancy rate 7.6 percent, a promising sign for the near future. Sales between 2014 and 2018 were consistent and hovered in the \$8 million per year range, while 2019 easily set a new record at \$36 million. Cap rates had been declining steadily since 2009 from a high of 10.7 percent but had stabilized by 2014, and are now fluctuating in the 8.5 percent region.

Regrettably, the near-term market for office space is reasonably pessimistic—current net absorption is negative, and no new deliveries are currently projected to come online over the next five years. As such, new office development is unlikely to be speculative, and will likely require buildings to suit or committed tenancies by identified companies, educational institutions, or governments that seek to be a part of the 25/52 East Subarea because of its character, amenities, and accessibility.

INDUSTRIAL

The industrial market for Frederick saw vacancy rates climb to 6.5 percent after the pandemic from a previous average in the past seven years of around 2.5 percent. The pandemic slowed absorption of new units in this construction-active market in 2020, but sales remained strong at \$47 million. This represents a record year for sales, which have been consistent since 2012. Sale price per square foot remained largely unaffected by the pandemic, continuing its upward trend since 2009. In the industrial category, there is demand for high-bay buildings and sites that allow outdoor storage. With appropriate buffering, design parameters, and operational controls, the study area could accommodate such uses in a manner that is compatible with its other functions and planning objectives.

RESIDENTIAL

Population growth fueled by positive net migration into Frederick increased demand for both multi-family rental and for-sale residential. The supply of multi-family units and smaller single-family units will likely not keep pace, and resulting in increased pressures around affordability.

While future development in most of the study area will be principally focused on commercial, industrial, and institutional uses, there may be market potential for residential products in mixed-use environments. Units in these developments could be in the form of multi-family apartments, townhomes, or rowhomes, which would add considerably to product selection in the local market.

SITE SUITABILITY

SITE SUITABILITY ANALYSIS

Potential design constraints include existing land uses, environmental features, and undermining and land subsidence. Details are set out in the map on the following page. The Land use Plan was developed with these potential design constraints in mind.

Note: This analysis was a Phase I level inquiry, not a site-specific environmental or geotechnical analysis. As such, it is not intended to limit development, but instead to point out locations where additional study is advised prior to development.

Already Developed

Land that is already developed is expected to continue with its present use, but may also, at the owner's option, be further developed or redeveloped in accordance with this Plan and the Town's Land Use Code.

No Development Anticipated

These areas represent the Eagle Business Park Greenway, within which new development is not anticipated.

Significant Environmental Feature

Based on available data, it is likely that these areas contain wetlands that should be preserved or enhanced.

Potential for Shallow Undermining

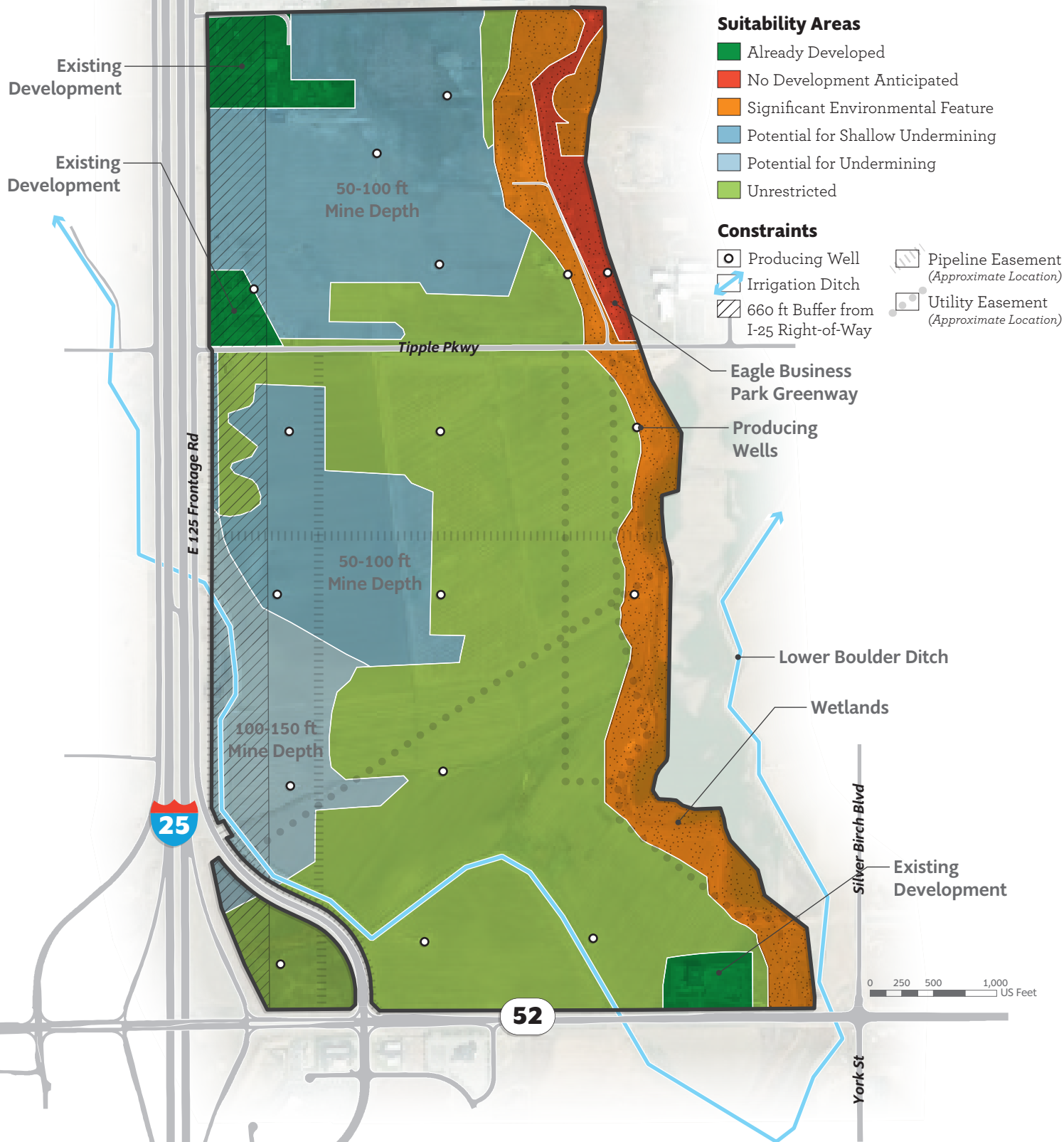
These areas align with areas that have been identified as having the presence of historic mining activity from 50 to 100 feet below the surface. Construction in these areas may require mitigation measures prior to development.

Potential for Undermining

These areas align with areas that have been identified as having the presence of historic mining activity from 100 to 150 feet below the surface. These areas may also require mitigation measures prior to development.

Unrestricted

These areas appear to be free from constraints caused by environmental features or undermining.



SITE INFLUENCES

25-52 Interchange

The study area is connected to the region by Interstate 25 and State Highway 52. According to the Frederick Transportation Master Plan, State Highway 52 sees an average of close to 23,000 trips per day while Interstate 25 has an average of about 105,000 trips per day. In addition, the Colorado Department of Transportation plans to widen State Highway 52 to four lanes, increasing its vehicle trip capacity. This positioning at the 25-52 interchange should greatly expand market penetration in very large secondary trade areas.

Gap in Retail Centers

Per the sales leakage report prepared for the Town in February 2021, food services and drinking establishments leaked \$10.1 million in 2019, or about 50 percent of total taxable sales to outside communities. The other leakage drivers were general merchandise (\$11.5 million, 100% of sales) and clothing (\$6.6 million, 100% of sales), indicating Frederick has insufficient options in these categories to meet local demand.

There are two retail centers that offer these types of goods and services within 10 miles of the 25/52 East Subarea. The Lakeridge Shopping Center is located 7.5 miles south in Thornton at the Interstate 25 and State Highway 7 interchange. The Orchard Town Center 10 miles south in Westminster at the Interstate 25 and East 144th Avenue interchange. Moving north along Interstate 25, the next shopping center is the Promenade Shops at Centerra. These shopping centers are located at the Interstate 25 and Route 34 interchange in Loveland and Johnstown, respectively, approximately 22 miles away from the 25/52 East Subarea.

Existing Industrial

There are several existing industrial uses that are located within or adjacent to the 25/52 East Subarea. McDonald Farms Enterprises and JLM Shipper Supply are both located with the study area along East I-25 Frontage Road, north of Tipple Parkway.

In addition, there two industrial areas adjacent to the study area. Just north of the study area is an active industrial center that includes trucking and trailer sales, light manufacturing, and building and construction businesses. The second industrial area is located at the southwest corner of the Interstate 25 and State Highway 52 interchange. This area includes uses such as storage, automotive repair, and light manufacturing.

Planned Residential

Frederick is expected to continue growing at annual rate of two to four percent. This growth will unavoidably lead to greater demand for housing units in Frederick and the need for a wider range of available housing types. Given Frederick's high residential occupancy rates, new residential construction will be needed to meet projected demand.

It is also important to note that as the population grows, it will also likely increase in diversity, relative to the age and socioeconomic status of residents. Given this, along with Frederick's desire to be a full-service community, the range of housing types and opportunities will also need to increase and diversify to meet the needs of current and future residents, at all stages of life and different socioeconomic levels. The ranges of housing types and opportunities will also need to diversify, relative to current residential offering in the community, to meet the needs of current and future residents.

The parcels just to the east of the 25/52 East Subarea, at the southwest corner of Silver Birch Boulevard and Tipple Parkway, is currently planned for residential development. The approximately 250-acre site is planned for a mix of single-family detached, single-family attached, and multifamily homes.

SITE CONSTRAINTS

The study area has several key constraints that must be taken into consideration when planning for development. The observable constraints include several production wells and a ditch at the south end of the project area. In addition to the observable constraints there are also several constraints that are not observable that will impact development, including pipeline and utility easements that cross the entirety of property, as well as areas of historical mining that have had experienced subsidence in the recent past. The following are summaries on these constraints.

Historical Coal Mines

Within the study area there are large areas where underground coal mines are known to exist. While mining activity has been discontinued for nearly half a century, many of the mine traces were left abandoned and remain as unfortified excavations. The mining activity followed coal traces resulting in excavation tunnels at varying depths. Many of these mine tunnels were not fortified once the mine was abandoned, resulting in the potential for land subsidence above the tunnels. While the areas of mining activity are identified, the delineation of these areas is approximate, and further investigation will be required to determine exact location and depth of abandoned mines on any particular development site. Through identification and investigation of the existing tunnels through geophysical investigation and geotechnical drilling, mitigation measures can be developed, and action can be taken to facilitate development. These mitigation measures can include excavation and backfilling of the mine traces as well as development using engineered foundation systems. Due to the cost of these remedial measures, in general, mined areas are best suited for dispersed development that minimizes the scale and intensity of development.

Active Producing Wells

There are operating and producing oil and gas wells in the study area. Land Use and Zoning regulations require development to be setback from these well and that access pathways be provided for maintenance. Development around wells is common in the area, but the wells will influence the development pattern in their vicinity. As a whole, the wells will likely have less impact on development than the other identified constraints.

Easements

Existing and proposed infrastructure and utilities have the potential to influence the identification and evaluation of development options and are therefore important potential constraints. Additional investigation will be required to determine exact locations and conditions of these easements prior to submittal of any formal plans. As the subarea is programmed with land uses, these easements must be taken into consideration when siting buildings and routing infrastructure and utilities.

Ditch Infrastructure

The Sullivan Ditch runs through the southwest section of the study area. The ditch is an open air, gravity driven facility that bisects the southwest corner of the project site. Due to the topology in the area, diversion of the ditch will require substantial land-form modifications to maintain its current operation. While this ditch is a constraint on development, there is potential (with the ditch company's consent) to incorporate the feature in the landscape and site design of the study area.

SECTION 2:

DEVELOPMENT FRAMEWORK

This section of the 25/52 East Subarea Plan establishes the overall framework for land use and development. Building upon the factors and influences highlighted in the first section, the Land Use & Development Framework describes the different areas of the subarea and the preferred mix of uses, development types, and characteristics that are intended to work together to set the table to create a thriving and inviting place. From retail to business park and civic, the plan delineates a palette that will respond to a diverse and sometimes rapidly changing market.

LAND USE PLAN

The Land Use Plan is a tool to guide future growth and development within the 25/52 East Subarea. The land uses have been selected as appropriate in the 25/52 East Subarea based on an analysis of existing conditions and market potential. The Land Use Plan shows a potential scenario defining where specific land use should be located.

For the development of the 25/52 Subarea to be successful, attention must be given to the built form and design of future development and its relationship to other structures and spaces. Transportation and mobility are also important factors to consider for the development of the 25/52 East Subarea Plan. This includes site access and movement through the site for both vehicles and pedestrians. These topics will be covered in *Section 3: Design Considerations*.

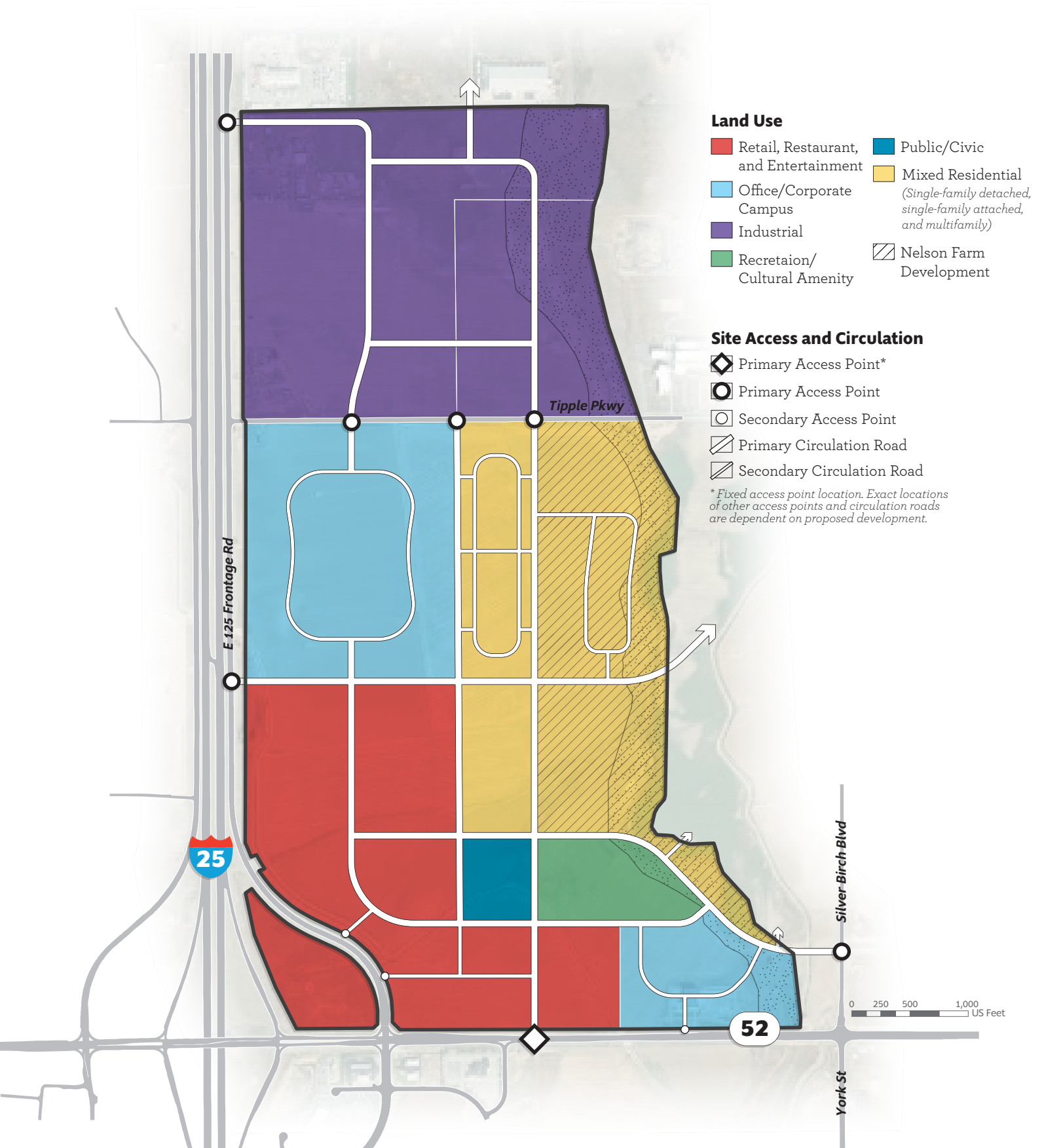
The Land Use Plan is not a proposed site plan. While the development of the study area will likely need to respond to market conditions and various constraints, the Land Use Plan, and the entire study, should serve as a guide for proposed development and for the Town’s review and approval process (until such time as specific implementing regulations are adopted, at which time the implementing regulations will control). The plan should be used to evaluate development proposals for plan consistency. The Land Use Plan identifies and designates areas for six (6) different land use typologies.

The designated land uses identified in the Land Use Plan are further delineated on the following pages of this section, Land Use Typologies, which articulate the desired character and development intensity of the anticipated land uses.

LAND USE TYPOLOGIES

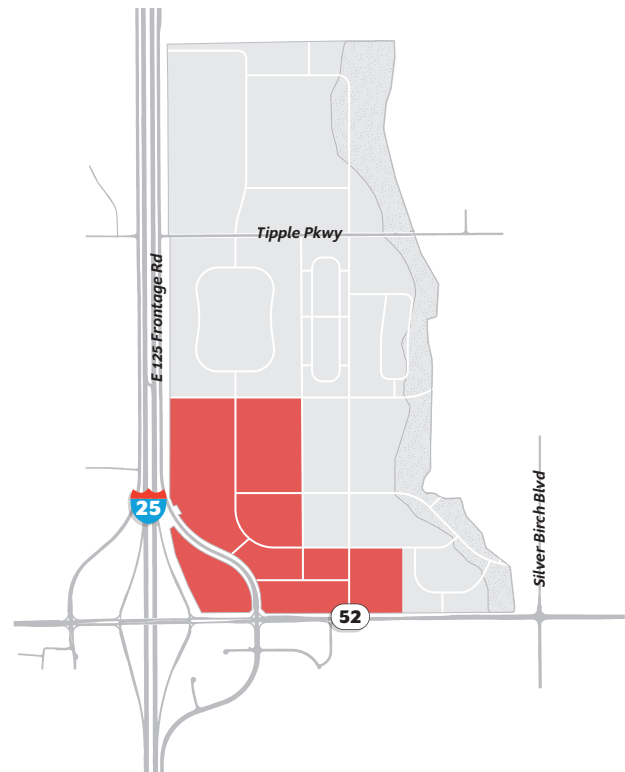
The land use typologies found in this section represent uses that should serve as components of the overall site development. Detailed descriptions and example images of each land use are provided on the following pages.

Land Use Typologies	Acres
Retail/Entertainment	140
Corporate Campus/Office	126
Mixed Residential*	150
Public/Civic	12
Recreation	23
Industrial	192
* Includes Single-Family Detached, Single-Family, and Multifamily	



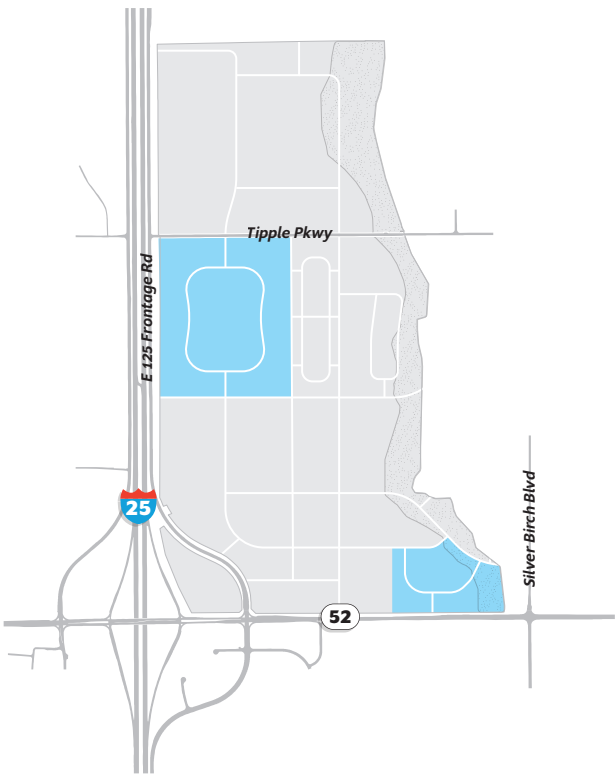
RETAIL, RESTAURANT, AND ENTERTAINMENT

Retail, restaurant, and entertainment uses include outdoor shopping centers that host a mix of retail, restaurant, public-facing office, hospitality, overnight accommodations, and entertainment uses at ground level. Although not required, this area may include residential, office, and higher education uses on upper floors as the market permits. These facilities are typically master planned and include internal circulation and access patterns that support a pedestrian friendly environment (particularly along a central “spine” street with amenities) while providing vehicular parking principally at the periphery of the site. Retail, restaurant, and entertainment uses should also provide opportunities for outdoor gathering spaces that provide “third places” for community interaction, leisure, and respite with benches and furniture in the public realm. Experience shows that such features not only add to the experience of the place, but also contribute to community resilience.



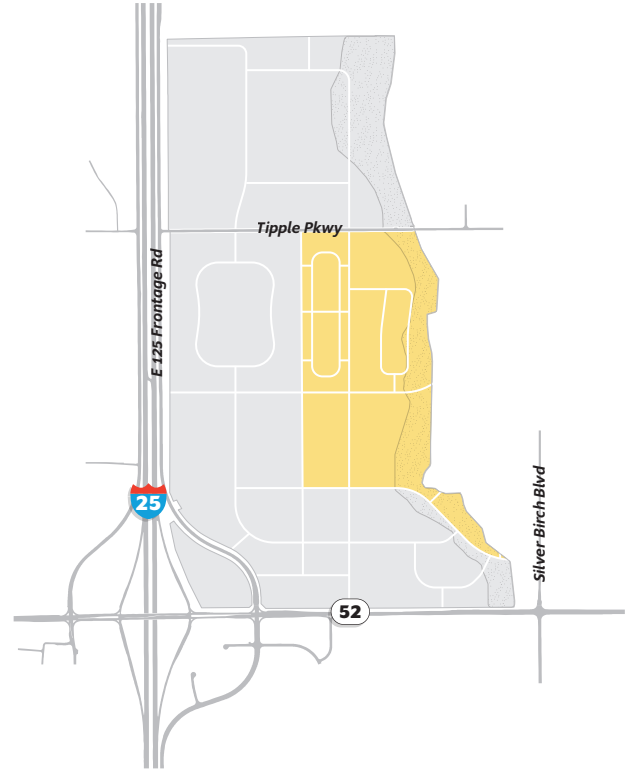
CORPORATE CAMPUS/OFFICE

Corporate Campus/Office uses include corporate campus style developments that are typically master planned, as well as individual office uses that may be stand alone. Clean light industry and flex space are also appropriate uses. Development includes internal circulation for vehicles and pedestrians within the site, supporting walkability and safety, and connectivity to adjacent residential and mixed-use areas. The corporate campus/office uses are typically clustered together and provide attractive and functional open space, amenity clustering, and often utilize conservation design practices to incorporate native and water-wise vegetation into the site landscaping, and to respond to geotechnical constraints.



MIXED RESIDENTIAL

The “Mixed Residential” designation is comprised of a range of residential dwelling types including multifamily, single family attached, and single-family residential. The intent is to provide a mix of residential product to effectively serve the market and respond to the needs of current and future Frederick populations, meeting the housing needs for individuals at all stages of life. While multi-family and single-family attached can combine to create a more urban neighborhood character, single-family detached residential is minimal and limited to only a small portion of the subarea.



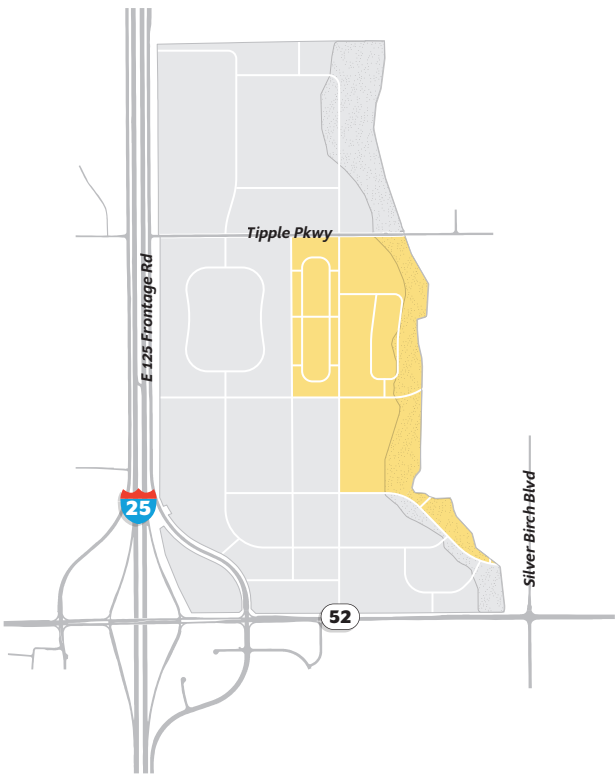
Multifamily

Multifamily uses include residential buildings that contain multiple dwelling units stacked vertically with shared entrances, stairways, hallways, and amenities. This land use includes apartments, condominiums, and assisted living facilities. Multifamily buildings can range in size and scale from low intensity two to three story buildings to high intensity, six or more story, mid to high-rise buildings.



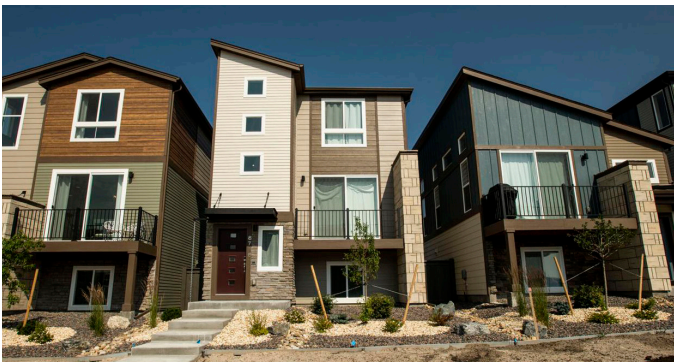
Single-Family Attached

Single-family attached uses include buildings in which dwelling units share an exterior wall with at least one adjacent unit while still maintaining a separate dedicated entrance for each unit. These are commonly known as townhomes, duplexes, and triplexes, but can also include 3-5 unit “mansion homes”, which maintain a relatively single-family detached appearance while providing multiple units in a single structure. Mansion homes may either provide a single, shared entrance or provide separate dedicated entrances for each unit.



Small Lot Single-Family Detached

Small Lot Single-family Detached uses consist of single-family homes occupying narrow individual lots and typically occupied by a single household. Small lots are typically 25 to 35 feet wide, and homes have a minimal side yard setback, resulting in relatively little distance separating adjacent homes. To maintain continuity of the sidewalk along the street and to avoid the appearance of a wall of garage doors along the street, small lot single-family detached homes are accessed via alleys. Sometimes referred to as “detached townhomes”, “pull-apart townhomes”, or “zero lot line”, the overall character of development is detached homes in very close proximity to adjacent homes.



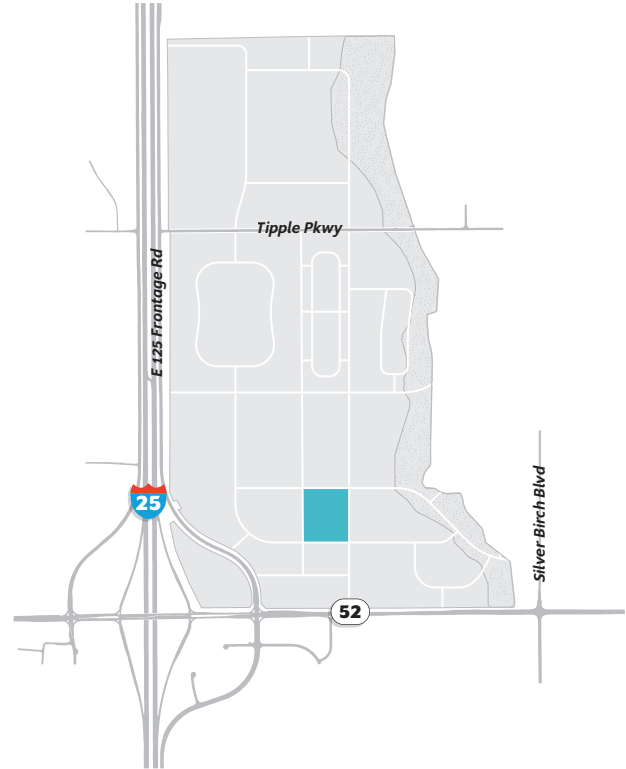
Single-Family Detached

Single-family detached uses consist of single-family homes occupying individual lots and typically occupied by a single household. These uses are commonly concentrated in planned subdivisions. Traditional single-family detached dwellings should only occupy a very small portion of the sub-area, exist only within the northeast portion of the subarea, be well integrated into a larger mixed residential component, and be limited in number to no more than 50 such single-family lots.



PUBLIC/CIVIC

Public/civic uses include local government uses, municipal facilities, community service providers/utilities, libraries, cultural facilities, administrative campus, or other public/municipal uses. Such public uses may cohabitate a single building with compatible private office. All uses within this designation should be “public facing”, with all fleet, storage, and industrial type affiliated public uses being located within the light industrial/business park areas of the subarea.



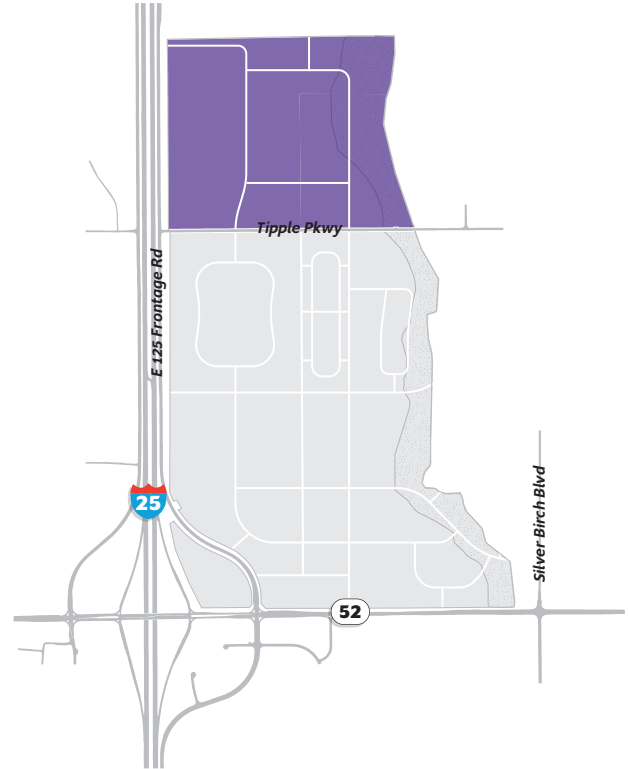
RECREATION

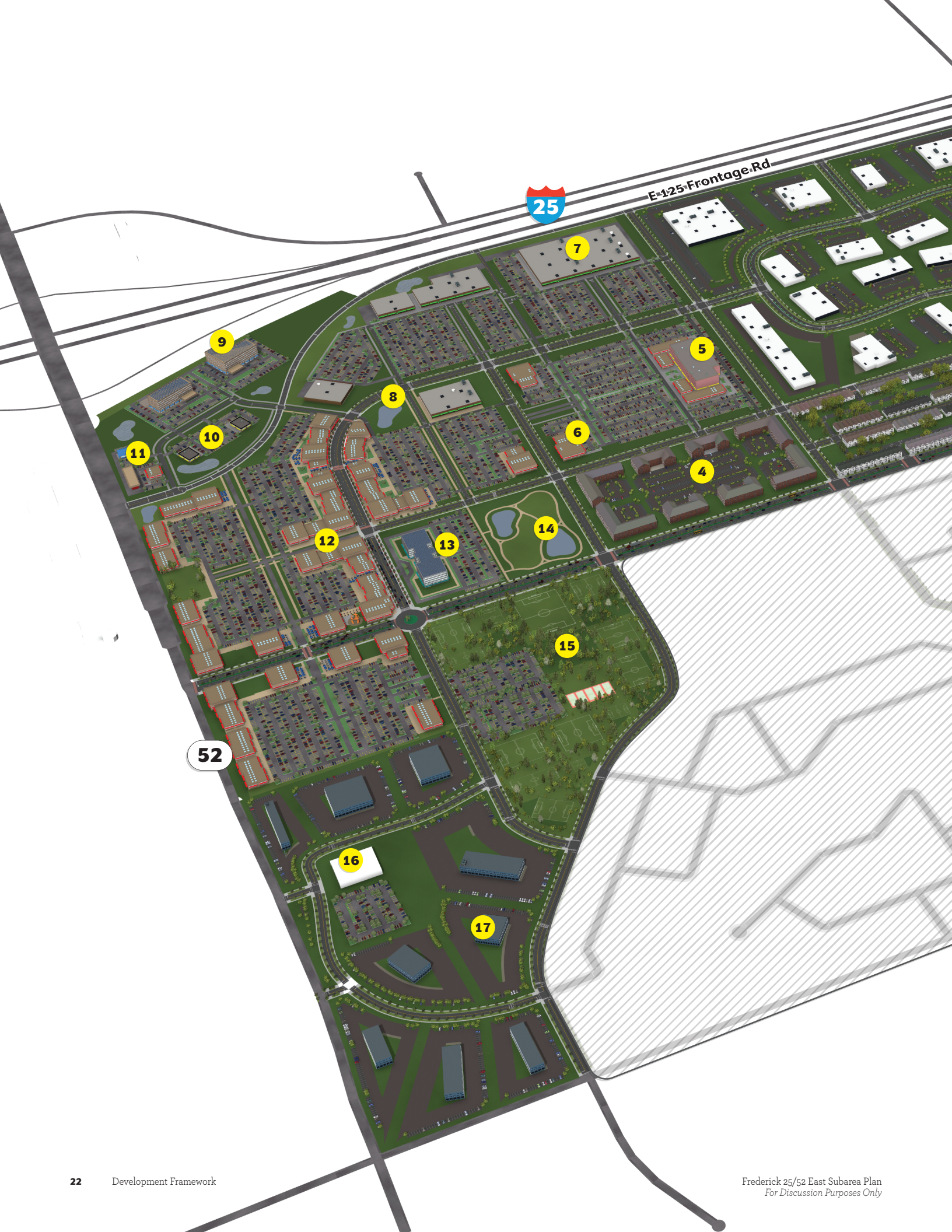
Recreation uses can include large scale public facilities for outdoor or indoor recreation, amphitheater, performance centers, or other community/civic gathering and recreation spaces. These uses may be publicly owned or privately owned, or a combination of the two. However, the facilities should be open for public use, and therefore the category does not include recreation clubs that are open only to members. This includes competitive sports fields and complexes suitable for regional scale tournaments such as outdoor track and field facilities, baseball diamond clovers, skate parks, or BMX courses. Indoor complexes with capacity for large scale events such as aquatic complexes, skating facilities, multi-use sports facilities are also included.



INDUSTRIAL

Industrial uses can include both larger and smaller scale uses operating at varying degrees of intensity with regard to activity and traffic generation, including a wide range of uses related to manufacturing, processing, storage, and distribution of goods and materials. Industrial uses are generally clustered together in proximity to similar uses and benefit from direct access to major highway corridors. Building footprints for larger industrial uses can exceed 200,000, while other operations may have relatively small buildings but rely heavily on outdoor storage of equipment, materials, or vehicles. Uses deemed more compatible with residential or commercial development should be located along the perimeter area (outside edge of loop road), and more intense and less compatible uses should be located within the interior portions of the industrial area (inside of the loop road). Screening and buffering treatments for industrial uses will likely be an important consideration.







Massing and Site Layout Concept

Disclaimer

Development of the subarea can manifest in a multitude of ways and combinations of uses in response to market conditions, while still meeting the overall development character and objectives identified in the 25/52 East Subarea Plan. Given this, it is important to note that this conceptual development visualization is not a specifically recommended site plan but is instead a visualization that is intended to communicate scale, massing, context, and development at full build-out, at a conceptual level.

- | | | |
|--------------------------|-----------------------|--------------------------------|
| 1 Industrial | 7 Large Format Retail | 13 Civic |
| 2 Corporate Campus | 8 Retention Pond | 14 Public Open Space |
| 3 Single-Family Attached | 9 Hotel/Lodging | 15 Recreation/Civic Gathering |
| 4 Multifamily | 10 Restaurant | 16 Indian Peaks Medical Center |
| 5 Entertainment | 11 Commercial/Retail | 17 Office |
| 6 Commercial/Retail | 12 Commercial/Retail | |

SECTION 3:

DESIGN CONSIDERATIONS

PURPOSE

This section establishes key design considerations for the development of the study area. The considerations within this section aim to create a unique, vibrant, and inviting atmosphere for residents, employees, and visitors. These design considerations are intended to be used in conjunction with (and as guidance for potential amendments to) Town of Frederick Land Use Code, Section 2, Community Design Principles and Development Standards, to further promote the desired character of new development.

These design considerations are intended to assist in the creation of attractive residential, commercial, office, and industrial developments in the study area. All new development in the study area should be held to high quality standards in terms of design, materials, construction, site amenities, and overall appearance.

The design considerations in this section provide guidance related to aesthetic and functional design components for development within the study area. The design considerations focus on promoting high quality development that will complement and enhance the overall character of the study area and Town. They do not attempt to dictate architectural styles and are not intended to restrict creativity or limit design solutions, but to improve and enhance the overall scale, quality, and character of development within the study area.

The design considerations within this section are for overall guidance only. Each individual development project should be reviewed and considered by the Town on a case-by-case basis. The design considerations should be used to inform decisions related to development approval and long-term planning.

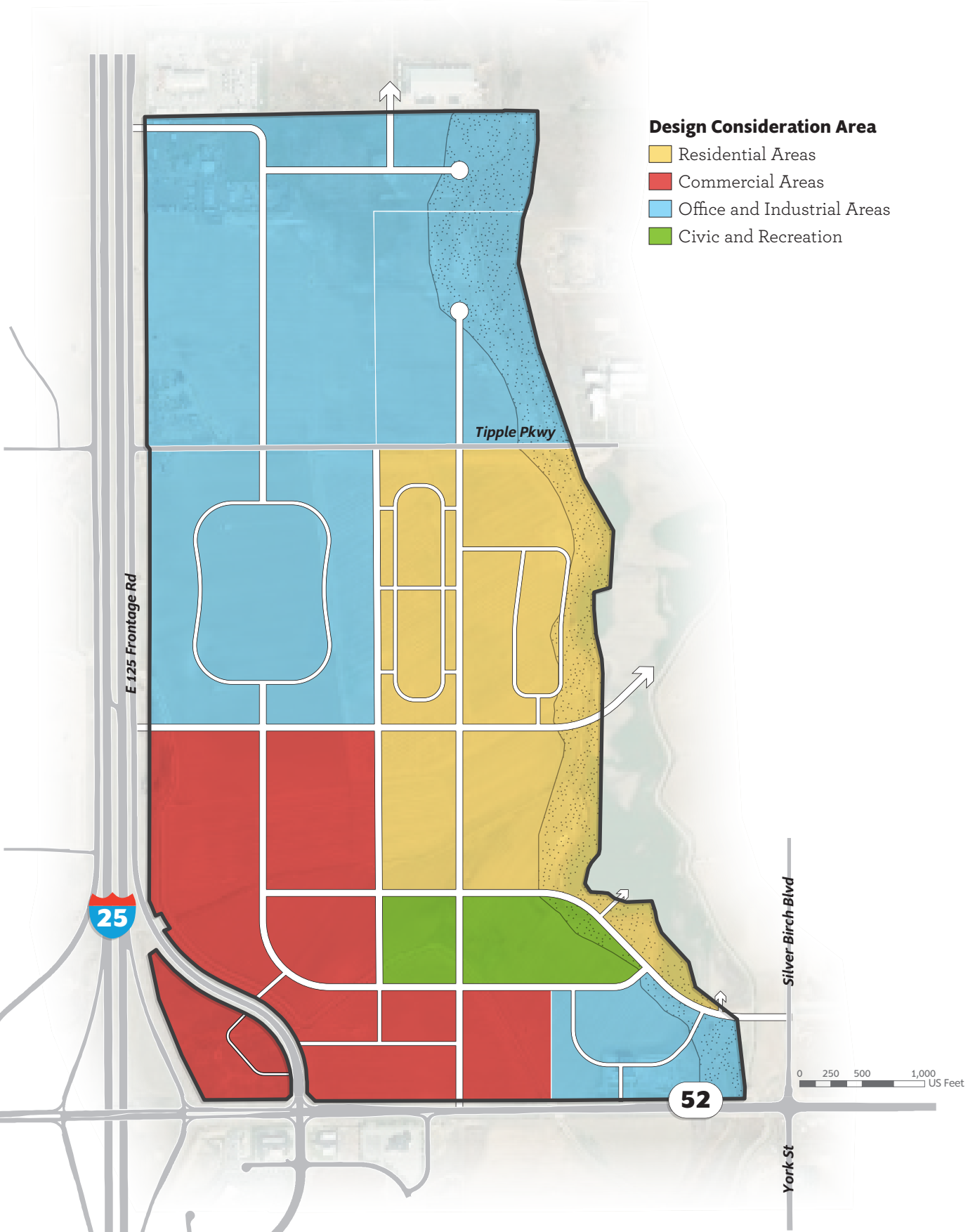
OBJECTIVES

These considerations address both the public and the private improvements within the study area and are intended to support and strengthen land use and development recommendations found within the Development Framework section of this document. In general, the design considerations strive to:

- Establish the study area as a destination “place” that is differentiated from potentially competing real estate products in the region, and that offers high quality employment opportunities, and retail, restaurant, entertainment, recreation, and housing options.
- Promote development that will help create and reinforce the desired character and identity for the Town of Frederick.
- Ensure high-quality and compatible building and site design throughout the study area.
- Foster development that respects pedestrian and bicycle activity, while providing for safe and efficient vehicular traffic flow.

ORGANIZATION

The Development Framework recommends a mix of different land uses within the study area. This section is broken into subsections to address and provide greater detail for each land use category. These broader land use categories include commercial, office and industrial, civic and recreation, and residential uses. The final subsection, general design considerations, provides guidance for design and character for the overall study area.



COMMERCIAL DESIGN CONSIDERATIONS

The study area presents new opportunities to strengthen the Town's economic position and provide attractive and desirable commercial development offering a variety of shopping, dining, entertainment, service, and employment. New commercial development is expected to meet high standards for quality and character and provide gathering places and amenities to the community that serve as an attraction to, and market differentiator for, the area.

REGIONAL DESTINATION

Attracting visitors to the 25/52 East Subarea as a regional destination can provide the Town of Frederick with additional resources it needs to support its community. The Town should take every opportunity to draw outside visitors to the area. Restaurants and retail that offer new and unique experiences could draw visitors from surrounding communities. A wide variety of shops in commercial development can serve as an attraction to the area while also providing amenities to Frederick's residents and employees of businesses that are located in Frederick.





ARCHITECTURAL STYLE AND CHARACTER

High quality architecture should be encouraged and promoted within the study area. In general, architecture should establish common themes for each site that also enriches the overall character of the community.

Buildings should be designed with attractive “four-sided” architecture consisting of high-quality materials. Uninterrupted, blank facades should generally not be permitted. Variation in building heights, rooflines, articulation, windows, awnings, trim, and other architectural features should be employed to create more interesting building facades throughout the commercial areas.



BUILDING PLACEMENT

Buildings should have a strong visual and physical relationship with I-25, Highway 52, and other major roadways to enhance the identity of the commercial areas and suggest their pedestrian orientation. Buildings should be attractive at both a pedestrian and vehicular scale.

The location of front entrances should be appropriate for the type of use. Entrances for stand-alone or single building retail use and restaurants should orient their main entrances to face the primary frontage street. Large format commercial and strip commercial centers should orient their main entrance in a manner that provides the safest and most attractive linkage from parking areas.



Building entrances should be designed to contribute to the character of the building and to easily convey access points to visitors and customers. Arcades in large development should be encouraged to provide pedestrian connections through buildings and to provide visual interest.

MOBILITY AND ACCESS

A good vehicular and pedestrian circulation system provides safe and efficient access and movement throughout the property. It limits conflict points and provides a good sense of orientation of various site features. Enhanced pedestrian and bicycle access, mobility, and connectivity is a priority for all commercial areas.

Where possible, access points into a development should create views and direct visitors towards a main building entrance. Vehicular traffic generated from commercial developments should be directed away from residential areas.

Cross access between properties should be created and implemented to reduce the dependence on primary roadways for trips between adjacent sites. Shared driveways and parking areas should be encouraged. Cross access should accommodate both pedestrians and vehicles whenever possible.

LANDSCAPING AND BUFFERING

To minimize the visual impacts to residential areas and travelers along I-25, non-residential developments should include appropriate screening and buffering of service areas, loading areas, and trash receptacles. Screening could include a combination of landscaping, berms, low-scale screening walls, trees, and hedge plantings. With the retail, restaurant, and entertainment and office/corporate campus land use areas, special care should be taken to create an attractive view from I-25 to communicate 25/52 East Subarea's high-quality design to travelers.





LOADING AND SERVICE AREAS

The separation of customer parking from loading and service areas is encouraged. Loading and service areas should also be positioned away from residential areas. When appropriate, loading and service areas should be located together even in larger developments with multiple tenants and accessed from side streets.

LIGHTING

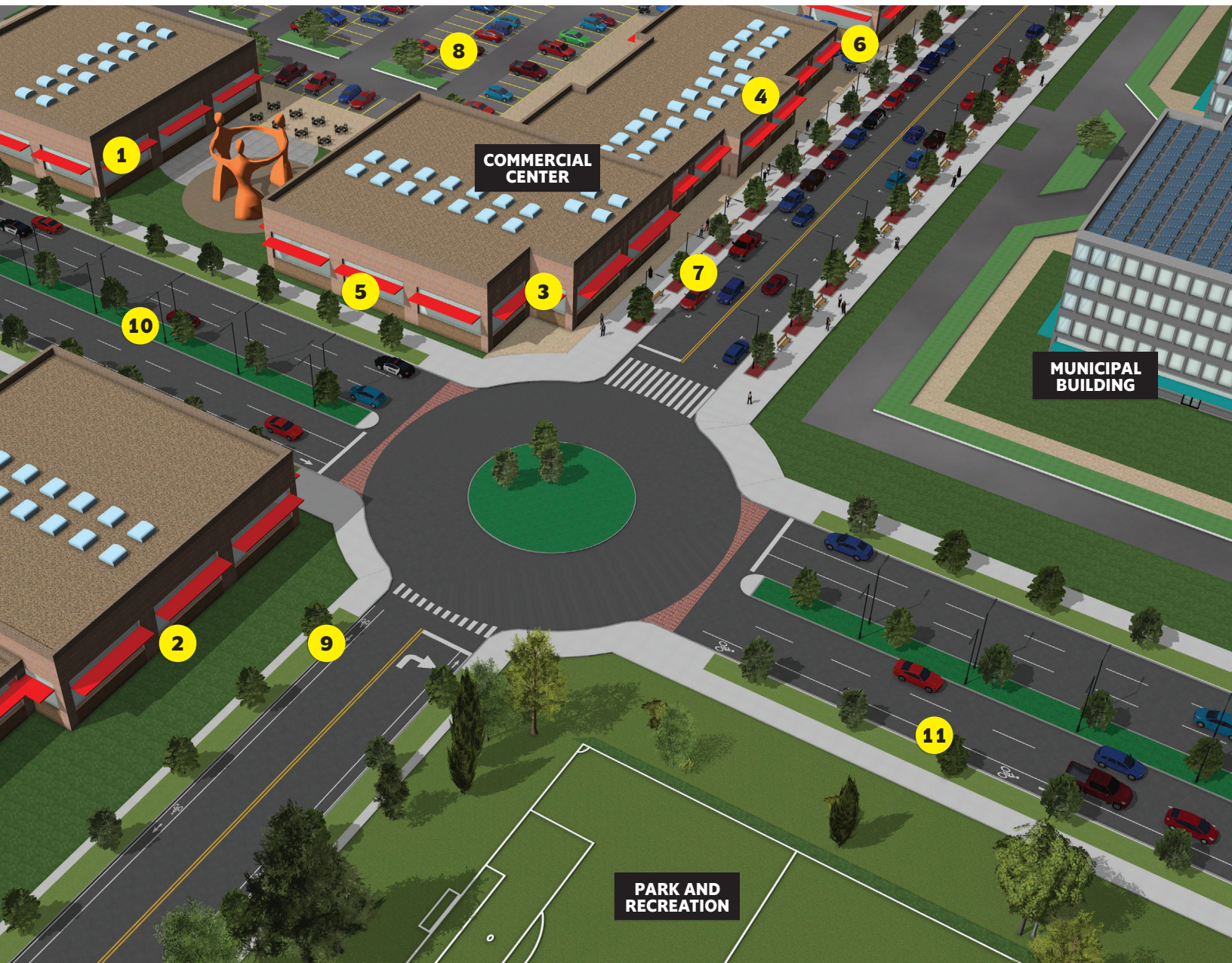
Whenever possible, external lighting should consist of concealed source light fixtures which are designed to shield the light sources while preventing glare. Light trespass, uplight, and glare should all be considered when preparing and evaluating an outdoor light fixture or photometric plan.



Architectural/exterior building lighting can be an important and desirable design component of development and should therefore be considered on a case by case basis. Any such architectural/building lighting must be sensitive to adjacent/nearby residential areas and be designed to minimize glare, spillover, or other impact on existing residential areas. Main entrances should be illuminated with additional lighting to easily convey its location.

Pedestrian-scale lighting can play an important role in creating an inviting and attractive atmosphere and sense of place. Bollard lighting and pedestrian-scaled lighting within the right-of-way, public plazas, and outdoor gathering and walking areas should be encouraged.





Commercial Design Consideration

- 1 Common Architectural Theme
- 2 "Four-sided" Architecture
- 3 Building Articulation
- 4 Decorative Awning
- 5 Building Entrance on Road Frontage
- 6 Arcade to Provide Pedestrian Connections
- 7 Wide Sidewalks
- 8 Shared Parking
- 9 Pedestrian Connections
- 10 Landscaped Median
- 11 On-Street Bike Lane



Commercial Design Consideration

- | | |
|-----------------------------------|-----------------------------|
| 1 Loading and Service in the Rear | 5 Retention Pond |
| 2 Parking Lot Landscaping | 6 "Four-sided" Architecture |
| 3 Pedestrian Connectivity | 7 Decorative Awnings |
| 4 Visibility from Major Roadways | 8 Shared Parking |

OFFICE AND INDUSTRIAL DESIGN CONSIDERATIONS

The study area provides a desirable location to attract new businesses and employees and that development should be in line with the character of the community. Uses such as light manufacturing, offices, and flex space should be developed in a high tech, attractive environment that is physically and functionally buffered from nearby residential neighborhoods.

ARCHITECTURAL STYLE AND CHARACTER

In general, office buildings within a campus like setting should present as a collection with similar architectural styles, colors, details, walkways, and complementary roof forms and materials. Buildings within a campus should also relate visually and not obstruct desirable views.

Building footprints and facades should express articulation and avoid being simple rectangular extrusions. Large blank walls should be avoided. Building design should create visual interest from both the vehicular and pedestrian view.

BUILDING PLACEMENT

Office and industrial uses should orient their main entrances in a manner that provides the safest and most attractive linkage from parking areas. Placement of buildings at irregular angles and orientations should be avoided. Building should have similar setbacks and present as a collective area.





MOBILITY AND ACCESS

Traffic generated from industrial uses should be directed away from residential and commercial areas.

In general, parking areas should not dominate the building frontage and should be screened by plantings. Where possible, parking lot should be shared between multiple buildings to minimize the development impact of the site.

LANDSCAPING AND BUFFERING

Landscaped buffers should be constructed between different land uses typologies to minimize both noise and the visual impact of higher intensity uses such as industrial from lower intensity uses such as residential and screened from transportation corridors from which they would be highly visible. Evergreens, berming, and other vertical landscaping elements should be used to screen these uses.



LOADING AND SERVICE AREAS

The separation of employee parking from loading and service areas is encouraged. Loading and service areas should be positioned away from commercial and residential areas. When appropriate, loading and service areas should be located together even in larger developments with multiple tenants.

LIGHTING

Whenever possible, external lighting should consist of concealed source light fixtures which area design to shield the light sources while preventing glare. Light trespass, uplight, and glare should all be considered when preparing and evaluating an outdoor light fixture or photometric plan.



RESIDENTIAL DESIGN CONSIDERATIONS

Housing options should provide a quality housing product with respect to architectural details, building materials, and the incorporation of amenities, like active and passive open space, trails, and connection to nearby commercial services.

ARCHITECTURAL STYLE AND CHARACTER

Residential developments within the study area should be of a more urban style. Developments should consist of higher density housing types such as multifamily and single-family attached. Single-family detached may be appropriate in higher density formats such as small lot single-family. In residential areas near Tipple Parkway, more traditional forms of front-loaded single-family detached may be allowed.

Monotonous residential developments should be avoided. A variety of architectural styles and floor plans should be promoted throughout the study area. For single-family products, minor changes such as changing colors and building materials, and mirroring elevations should not be considered acceptable practices for satisfying anti-monotony objectives.

ADJACENCY TO COMMERCIAL AREAS

Residential developments should be enhanced with sidewalks or multi-use trails that provide access to adjacent and nearby commercial areas. Pedestrian connections should enable residents to easily go shopping, get a meal, or run an errand without using a car. Residential properties near commercial uses should be of a higher density to provide transitional land use between commercial properties and lower density residential neighborhoods.





BUILDING PLACEMENT

The placement and orientation of homes can encourage a sense of community. Orientation of buildings can also increase sun/shade and climate effects on homes as well as provide scenic views of the surroundings.

Single-family housing types should be oriented with the main entrance facing the street. This encourages interaction with neighbors and fosters a greater sense of place. Multifamily housing types should have dedicated main entrances or gateways that are oriented facing the street.

All housing in a neighborhood should follow a similar setback from the street for the entire block, with some allowance for articulation between buildings. The use of a uniform, relatively shallow setback creates a sense of enclosure for the street, making it more inviting to pedestrians. It also protects both sight lines for driveways and intersections providing better visibility for vehicles and pedestrians along the street and sidewalk.

LIGHTING

Lighting should be attractive yet minimal, highlighting development design, providing safety and security while at the same time preserving the night skies from unnecessary illumination and spillover. Decorative streetlights within residential areas should provide adequate light for public safety and only use downward directional illumination to minimize light pollution.

MOBILITY AND ACCESS

Residential development should allow for high mobility and circulation by providing internal trail systems and numerous access points to and from roadways. Residents should be able to easily access commercial centers, community designations, and green spaces by foot or bicycle.

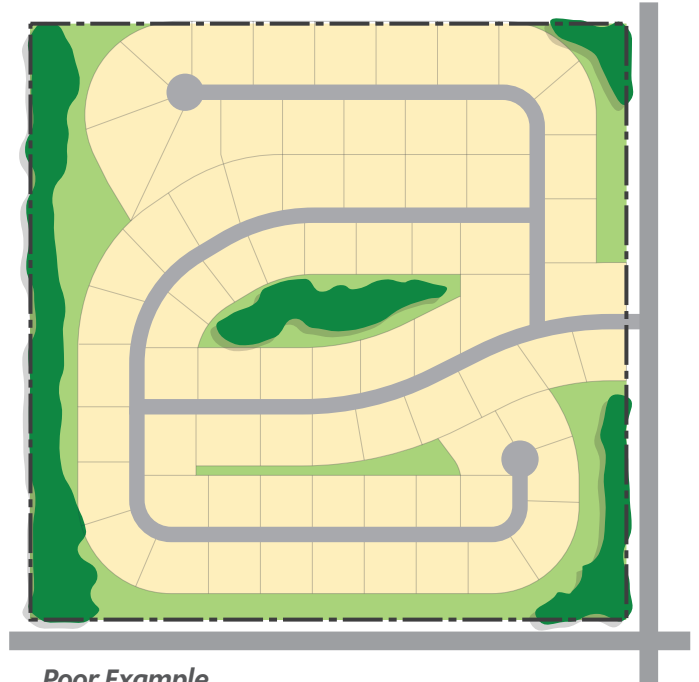
BLOCK CONFIGURATION AND CIRCULATION

Transportation considerations are extremely important in the design of new developments and residential neighborhoods. A clear hierarchy of roadways is necessary to provide the appropriate circulation service to an area and should be visible in the site development design.

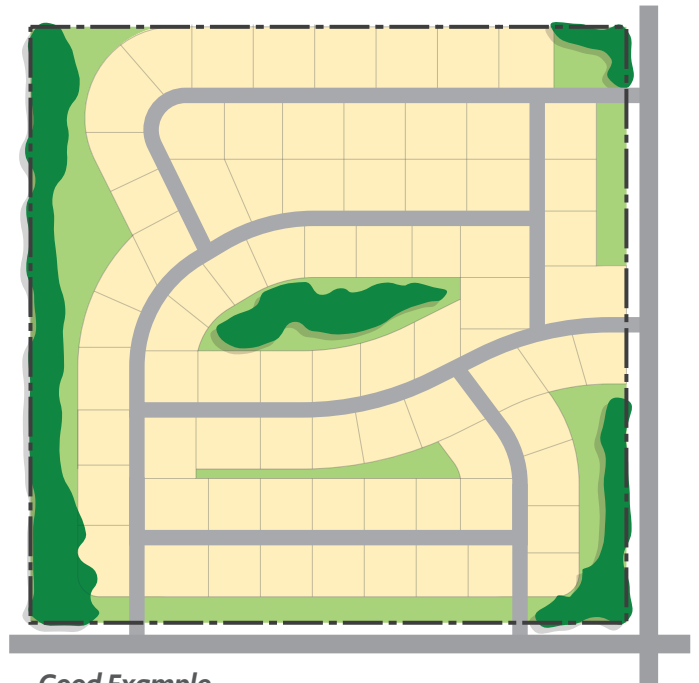
New residential subdivisions should incorporate circulation and lot patterns that reflect the street system of existing developments and established neighborhoods. Preferably the street configuration should follow a blocked, or curved grid structure with a clear hierarchy of access and circulation throughout the site.

Site design should be specific to the area and determine a street configuration that works with the existing topography, environmental constraints, and drainage of the site. All fire and emergency service access requirements should be met by the given design.

Subdivisions should be connected via a network of roadways that feed into primary or collector roads and avoid the use of cul-de-sacs and other road configurations that dead-end. Cul-de-sacs in neighborhood design should be used only when necessary, and when used, pedestrian trail or sidewalk connections should be provided to prevent the “dead end” for those walking and biking.



Poor Example



Good Example

CIVIC AND RECREATION DESIGN CONSIDERATIONS

Public uses, facilities and gathering and activity spaces are an important component of the overall 25/52 East Subarea Plan. Public buildings and open space should be designed to be inviting and welcoming and uniquely identifiable as the Town of Frederick, fully leveraging the opportunity to create and further establish the community's image and identity. While following the applicable and relevant design considerations from the Commercial, Residential, and General Design Considerations provided elsewhere in this section related to landscaping, lighting, mobility, and architectural quality, the Civic and Recreation areas should also be guided by the following three key considerations.



"TOWN OF FREDERICK" PLACE MAKING

Aside from the identity and place making that is encouraged for the commercial, residential, and office/industrial components of the subarea, the Civic and Recreation areas should strive to create an identity that is uniquely Frederick. Distinct architecture, signage, public area, landmarks, and landscaping should be used to distinguish public and recreation areas from other use areas within the subarea.

PEDESTRIAN SCALE ENVIRONMENTS AND COMMUNITY GATHERING

Civic and recreation areas should prioritize a pedestrian scaled environment. Pedestrian movement and interaction should be a key design principle for public buildings and outdoor spaces with an emphasis on safe, convenient, attractive, and accessible spaces. Pedestrian amenities, high quality material and "fit and finish", and pedestrian engagement and visual interest should drive a highly tactile and rich pedestrian experience in all civic and recreation areas. These places must prioritize community gathering spaces and create opportunities for engagement and interaction.

INTEGRATION WITH SURROUNDING USES

Although uniquely identifiable, Civic and Recreation areas must be fully integrated into the fabric of the overall area, rather than being perceived as separate uses that happen to be located nearby. Residents and visitors to area should be able to seamlessly cross from civic uses, recreational opportunities, gathering spaces, and shopping and entertainment areas, all of which should be easily accessed by foot and bike from adjacent and nearby residential and employment areas.

GENERAL DESIGN CONSIDERATIONS

The following design considerations regarding place making and transportation should be applied throughout the study area to ensure high quality design and enhance the character of the subarea as a whole.

PLACE MAKING

The success of the study area will be defined by its differentiated and high quality character. Place making is focused on creating public spaces that promote activity and identity. Place making is intended to foster a comfortable, active, and attractive character.

Public Spaces

The study area should provide spaces for people to gather, eat, chat, or people watch. Outdoor dining, pedestrian arcades, plazas, and parks should provide one or more focal points at scale and should also complement development whenever possible. Pedestrian amenities welcome visitors and provide positive visual impact for gathering spaces.

Gateway and Wayfinding

To announce arrival to the 25/52 East Subarea, gateway features should be employed in key locations. Gateway features can be achieved through signage at ground level or unique architectural elements. Attractive landscaping should work with lighting and other vertical design features to complement the gateway feature. Priority should be given to a gateway sign installation that incorporates public art that is visible from I-25 and Highway 52.

Wayfinding signage assists people in finding important community landmarks, while enhancing the streetscape. Like gateway features, wayfinding should consist of signage complemented by landscaping and lighting. Wayfinding features should be in key locations to direct people to destinations.





Streetscaping

Streetscape treatment will create a visually appealing boulevard effect that distinguishes the area from the neighboring municipalities. Streetscaping within the public right-of-way should have a relationship with the landscaping on private parcels. A common theme between public and private properties should create a greater sense that the area is visually organized.

Public Art

Public art can foster community pride, encourage healthier lifestyles, reduce vandalism and cost, expand learning and awareness, and strengthen the local art community. Public art installations should be prioritized within the 25/52 East Subarea to improve the area's appearance, vitality, and interest. Public art installations not only provide aesthetic interest, but also recognizable landmarks for wayfinding. They should be prioritized at prominent locations.

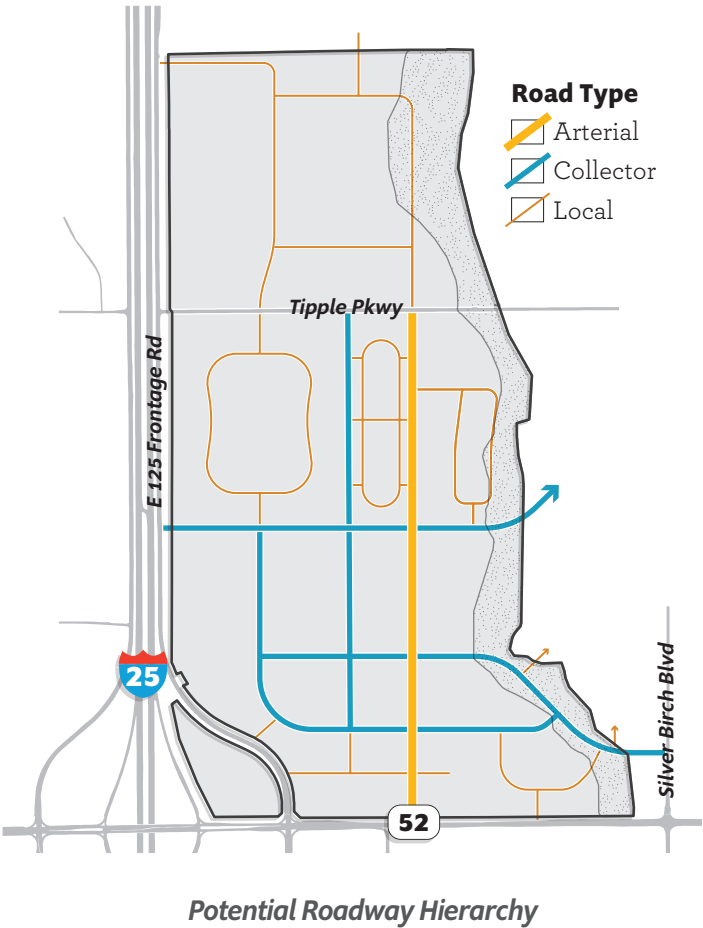


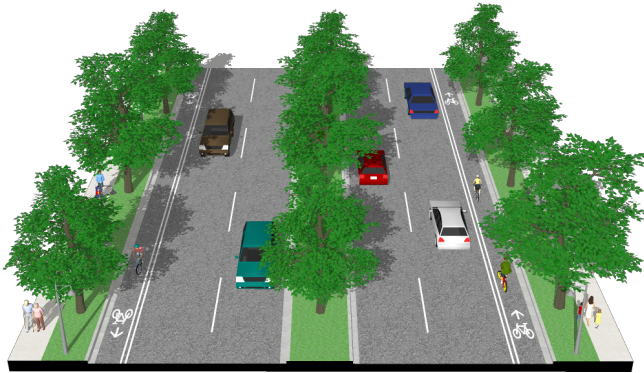
TRANSPORTATION

To support a dynamic environment, the Subarea’s transportation system must be comprehensive and multimodal. The 25/52 East Subarea should provide pedestrian oriented environments and safe and efficient motor vehicle flows.

Roadway Network

There are three types of roadways proposed within the Study Area, each with their own design and purpose.





Primary Road Cross Section Example



Second Road Cross Section Example



Local Road Cross Section Example

Arterial Roads

Arterial roads carry the major portion of trips entering the 25/52 East Subarea. The arterial roadways serves as the traffic flow spine of the study area and should be the focus of streetscape design considerations. Streetscape design elements should work together to make the Subarea attractive and welcoming.

The arterial road design should create a corridor that is highly accessible for both pedestrians and vehicles. To foster a pedestrian environment, sidewalks should be provided with wide treelined parkways. Intersections should have prominent crosswalks to increase pedestrian safety and create a traffic calming effect. The right-of-way should also provide buffered, on-street bike lanes when possible.

Collector Roads

Collector roads connect traffic to and from the neighborhoods and commercial areas to the arterial road. Collector roads should be pedestrian oriented, using sidewalks, highly visible crosswalks, and landscaped parkways with street trees to create separation between pedestrians and the roadway. The right-of-way should also accommodate dedicated on-street bike lanes when possible.

Streetlights should be both pedestrian and vehicularly scaled and may include decorative banners to promote the 25/52 East Subarea. Street trees should be located within the parkway. Further, design elements from the arterial roadway treatment should be incorporated to reinforce a unified design them throughout the Subarea.

Local Roads

Local roads are quieter than collector roads and connect adjacent neighborhoods and commercial areas to and from the Subarea. Considering the typical wide lane widths, parking may occur on-street but does not require demarcation. Sidewalks should be provided along with a treelined parkway to enhance the image of local roads. Given the low volume of traffic, crosswalks do not have to be highly visible and designated bike lanes are not necessary in residential areas. Commercial and industrial streets should provide marked bike lanes and on-street parking.

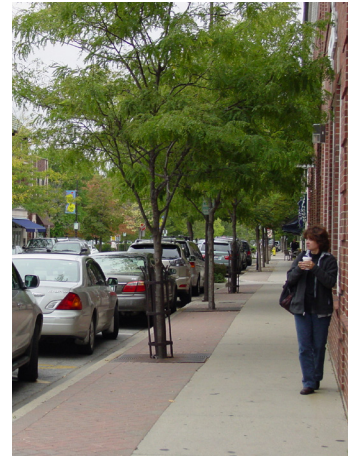
Bike Network

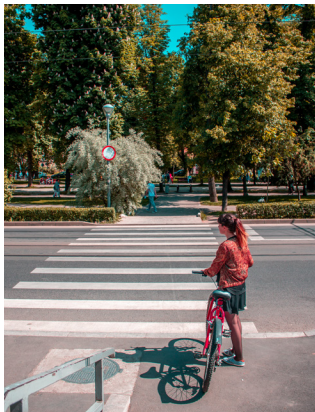
To encourage biking as a viable, safe, and enjoyable mode of transportation in the study area, a quality bike network should be developed. The network should be well connected and defined along arterial and collector roads, allowing residents from adjacent neighborhoods to feel comfortable biking throughout the residential, civic, recreation, and commercial parks of the study area in particular.

Sidewalk Network

Movement of pedestrians through the study area is critical. A safe and attractive pedestrian environment can significantly contribute to the overall comfort, character, and appeal of the study area. The width, placement, and design of sidewalks can impact pedestrian comfort level and overall use.

Sidewalk parkways should separate pedestrians from the roadway with landscaping elements such as grass, flowers, trees, and in some cases, street furniture. Parkway are the preferred treatment in residential, industrial, civic, and recreation areas to provide a landscaped buffer between pedestrians and vehicles. In addition to enhancing pedestrian safety, parkways have the potential to accommodate sustainable landscaping techniques including bioswales, rainwater inlets, and rain gardens, as well as provide opportunities to establish a tree canopy through the regular use and spacing of street trees in the areas streetscaping program.





Intersections and Crosswalks

The safe and easy crossing of roads is integral to a pedestrian-oriented environment. Common tools utilized to aid in safe crossing include signage, striping, countdown timers, and bump-outs. The type of tools used should vary based on the functional classification of the intersecting roadways, surrounding land uses, and type of pedestrian route.

Continental Crosswalk

These crosswalks are considered high-visibility, which are more easily seen by drivers. Use of continental crosswalk markings have been shown to significantly increase intersection safety. These should be implemented as a best practice for all non-signalized crossings in the Subarea.

Decorative Crosswalks

These crosswalks delineate pedestrian crossing areas using decorative elements, such as colored or textured concrete or stamped asphalt, bollard lighting, and signage. They can help create a sense of place and identity within an area; however, low contrast designs can lead to decreased visibility. Decorative components for crosswalks at key intersection in areas with heavy pedestrian traffic should be utilized.

Parking Lots

Parking lots should be designed and located so that they are safe, efficient, and appropriately screened. For large commercial properties where expansive paved parking lots are provided, interior landscaped islands should be installed. Islands should include landscaping that enhances permeability and trees that enhance the character of the property.

Where sidewalks and streets run along the perimeter of a parking lot, the parking lot's edge should be enhanced with landscaping, decorative fencing, and/or a low masonry wall to improve the appearance of the parking lot and to provide an appropriate decorative "edge" for passing pedestrians or vehicles. Generally speaking, parking lots are unattractive and while the parking should be visible, it should not dominate the visual landscape. Perimeter parking lots treatment should be sufficient to provide a safe, attractive and comfortable pedestrian environment.

IMPLEMENTATION

The 25/52 East Subarea Plan is a strategic guide for land use and development within the Study Area. Implementation of the plan will require, at a minimum, flexibility in the application of current land use regulations, and ideally an update to the Town of Frederick Land Use Code ("LUC") to create regulations that specifically implement the plan.

DEVELOP DETAILED MARKET STUDY AND MARKETING PLAN

The 25/52 East Subarea Plan relies upon readily available data with respect to sociodemographics and market potential for the Town and the region. However, those data are not without limitations, both in terms of the accuracy of the data and the projections that rely upon it. Moreover, different businesses have different preferences and selection criteria with respect to where they locate.

The study area is large, and it is expected it will take many years for the vision of the 25/52 East Subarea Plan to be fully realized. In order to energize the process, it is desirable to create a project of sufficient quality, visibility, and scale to catalyze further development. The identification (and parameters) of that project will require some additional work.

The Town of Frederick has already set up a team of consultants to specifically explore the market potential for the I-25 / Highway 52 interchange (all quarters). That team should take the concepts articulated in this plan and evaluate what a catalytic project would entail, what it could look like, who potential developers and end-users might be, and what additional resources, if any, would need to be provided by the Town or other public or quasi-public entities. This plan recommends that if the Town were to make financial investments towards carrying out the 25/52 East Subarea Plan, those investments should be applied to leverage committed private investments.

PUBLIC-PRIVATE PARTNERSHIPS AND FINANCING OF PUBLIC IMPROVEMENTS

The development of nonresidential uses in the 25-52 East Subarea has significant potential for economic development and the creation of opportunities and amenities for Town residents. Consequently, this plan suggests that public-private partnerships and financing support mechanisms are worth exploring. To that end, the 2016 Comprehensive Plan lists a number of potential funding and incentive resources, including tax increment financing and urban renewal areas. To the extent such resources (along with metropolitan districts and other supports) can be used to support the construction of public improvements and mitigate blighting influences such as the identified design constraints, they should be seriously considered.

SHORT-TERM PLANNING AND REGULATORY STRATEGY

The current zoning of most of the Study Area (C-E, commercial employment) does not provide for the type, distribution, or character of development that this plan anticipates. Therefore, implementation of the plan will require, on the short-term, the use of the PUD-O (planned unit development overlay) District (LUC § 3.3.4.d.), with appropriate underlying zoning established to allow for the types of uses that are anticipated by the Land Use Plan that is set out on page 11. The PUD-O District is a special overlay district that allows the Town to approve modifications of the requirements of an underlying zoning district in order to accommodate proposed innovative development at a large scale.

For example, the area shown as “Nelson Farm Development” on the Land Use Plan is currently zoned PUD-O with R-2 underlying zoning. Further development plans and plats should reflect the objectives and design considerations set out in this plan, as provided in the approval conditions placed upon the property’s zoning. Those objectives and design considerations include, but are not limited to, locating attached higher density residential products to the southern portion of the development.

To appropriately position the PUD-O District as an implementation tool, the Town should adopt the 25/52 East Subarea Plan as a supplement to the Town of Frederick Comprehensive Plan. As provided in state law, planned unit development approvals must be in “general conformance with the Comprehensive Plan.” As such, the 25/52 East Subarea Plan should be incorporated into the current Comprehensive Plan by reference as provided by C.R.S. § 31-23-206(2), and then incorporated into the Comprehensive Plan update that the Town has scheduled for 2022-23.

The incorporation of the 25/52 East Subarea Plan into the current Comprehensive Plan would allow the contents of this plan to supersede any conflicting provisions of the current Comprehensive Plan as to the study area for the time being (until a new Comprehensive Plan is adopted).

It would not constitute a substantial review or revision to the current Comprehensive Plan as to any properties outside of the study area.

As PUD-O is applied, the Town should be prepared to change the underlying zoning as well. Currently, the portion of the subarea south of Tipple Parkway is almost entirely zoned C-E Employment District and the portion of the subarea north of Tipple Parkway is almost entirely designated as PUD-O Planned Unit Development Overlay District, which requires that an underlying zoning district be established at the time of development. A small area in the northwest corner of the subarea along the I-25 Frontage Road is zoned Industrial.

To better align the underlying zoning districts with the 25/52 East Subarea Plan and facilitate development on the short-term, the underlying zoning for the area should be changed per the following:

Land Use and Zoning Alignment	
Subarea Land Use	Recommended Zoning District
Retail and Entertainment	C-H52: Mixed Use Commercial-Highway 52
Corporate Campus	BLI: Business/Light Industrial
Industrial	I: Industrial
Mixed Residential	R-2: Residential Medium Density and R-3: Residential High Density
Public/Civic/Recreation	P: Public District

The zoning districts listed in the table above provide land uses that, in general, support this plan. However, they do not (in most cases) provide appropriate dimensional standards. PUD-O zoning creates the flexibility for the Town Board to authorize development of the quality and character anticipated by this plan.

LONG-TERM PLANNING AND REGULATORY STRATEGY

The Town's Land Use Code is not currently well suited to the type of development that is anticipated by several of the land use categories in the 25/52 East Subarea Plan. Fortunately, the Town is currently in the process of updating the LUC. A priority of that update should be creating new zoning districts (and / or reforming current zoning districts) and design standards that support and implement the 25/52 East Subarea Plan.

The plan includes five land use categories:

- Retail, Restaurant, and Entertainment
- Corporate Campus
- Industrial
- Mixed Residential
- Public / Civic / Recreation

RETAIL, RESTAURANT, AND ENTERTAINMENT

The Town does not currently have a zoning designation that contemplates a multiple-use “lifestyle” project like that which is anticipated by the Retail, Restaurant, and Entertainment land use category. As such, the plan recommends a new, urban multiple-use zoning district that provides for:

- A mix of retail, restaurant, hospitality, entertainment, office, and residential uses that are appropriate to a walkable urban environment (e.g., cafes, bars, theaters, clothing stores, bakeries, real estate offices, apartments, and condominiums, but not car washes and gas stations).
- Sufficient building height to allow for intensification of the study area and definition of its streets and public realm, and to encourage development of desirable uses, including hotels and conference facilities.
- Pedestrian-oriented streets that include parallel parking, wide sidewalks, street furniture, street trees, plazas for gathering, pedestrian-scale lighting, and a sense of enclosure.
- Design standards for parking lots and shared parking opportunities that reduce the overall number of required parking spaces based on the anticipated peak demands of various land uses.

CORPORATE CAMPUS

The Town's Commercial-Employment (C-E) zoning district is intended to provide for the development of high-quality office parks. However, for the purposes of this plan, the C-E district is in some ways too broad, and in other ways too restrictive. As to land use, the C-E district allows residential uses that are not appropriate in the Corporate Campus areas of the study area, as well as a wide variety of other uses that are more appropriate in the Retail, Restaurant, and Entertainment areas of the study area. As to dimensional standards, the C-E district provides for a maximum front yard setback of 25 feet (minimum is zero), a maximum floor-area-ratio of two, and a maximum height of 40 feet.

The Town should consider implementing regulations for the Corporate Campus areas of the plan that:

- Narrow the list of allowed and conditional land uses to provide for better integration with the other parts of the Study Area;
- Allow for taller buildings, particularly in areas that are close to Interstate 25; and
- Remove floor-area-ratio limitations.

Industrial

The Town's current Industrial (I) zoning district provides for a wide variety of industrial uses, 50 foot building heights, and setbacks that are consistent with this plan. The Town should consider amendments to allow for:

- Increased building height to accommodate clean manufacturing facilities (with appropriate screening of roof-mounted equipment); and
- Increased flexibility with respect to outdoor storage in areas that are not highly visible outside of industrial parks.

MIXED RESIDENTIAL

Currently, the most intensive zoning district in the LUC for residential uses is R-3. It allows up to 25 dwelling units per acre, with lot sizes (for townhomes) as small as 1,800 square feet (20 ft. x 90 ft.). The R-3 zoning district has a 15 foot minimum front setback, a 20 foot minimum rear setback, eight foot minimum side setbacks (does not apply to common walls), and a 35 foot height limit.

The 25/52 East Subarea Plan suggests that a more intensive zoning district that provides for "urban" forms of housing should be created for the areas designated Mixed Residential on the land use plan. That district should allow for taller buildings, and allow for—or even require—narrower setbacks. Additionally, the district should include access, design, and streetscape standards that provide for a comfortable, walkable, and interesting pedestrian environment.

Built models to consider when developing these regulations should include:

- The mixed residential development to the South of Highlands Ranch Town Center (around Ridgeline Boulevard, southwest of Dorchester Street / Green Ash Street)
- The residential components of the Ridgeway development in Lone Tree (around Commonwealth Street and Halstead Lane, and along Ridgeway Circle)
- Stapleton, Denver, particularly in the vicinity of Syracuse Street and East 29th Avenue.

PUBLIC / CIVIC / RECREATION

The current regulations for the P (public) zoning district are likely sufficient to implement the Public / Civic / Recreation component of the plan. However, certain land uses, like cemeteries, hospitals, recycling facilities, and resource extraction, processes and sales establishments should not be developed in the Public / Civic / Recreation designated parts of the study area.



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MINUTES
TOWN OF FREDERICK
PLANNING COMMISSION
MEETING CONDUCTED IN PERSON AND VIA ZOOM
MARCH 17, 2022
6:00 PM

CALL TO ORDER: At 6:02 p.m. Chairperson Moe called the meeting to order and requested roll call.

ROLL CALL:

- Present: Chairperson Moe, Vice Chair teVelde, Commissioner Stark, and Commissioner Scott.
 - Commissioner Conroy was not present
- Staff: Planning Manager Ali van Deutekom, Planner Maureen Welsh, Town Manager Bryan Osler, Assistant Town Manager Ryan Johnson, Deputy Town Clerk Taylor Kittilson, and Land Use Attorney Todd Messenger.

APPROVAL OF AGENDA: There were no changes to the agenda as presented.

APPROVAL OF FEBRUARY 17, 2022 MINUTES: Motion by Commissioner Stark and seconded by Vice Chair teVelde to approve the February 17, 2022 Minutes. Upon roll call vote, motion passed unanimously.

CONSIDERATION OF 25/52 EAST SUBAREA PLAN:

Assistant Town Manager Ryan Johnson presented the proposed subarea plan.

Applicant Robert Kain (188 W Randolph Street, Suite 200, Chicago, IL 60601) addressed the commission with a short presentation.

At 7:33 Chairperson Moe opened the public hearing.

Bruce Nickerson (PO Box 741 344 Arvada, CO 80006) addressed the commission to state that he enjoyed the presentation, and thanked staff for their time.

At 7:34 Chairperson Moe closed the public hearing.

Motion by Commissioner Stark and seconded by Vice Chair teVelde to approve PCR-2022-07 A, a Resolution of the Planning Commission Recommending Approval of the 25/52 East Subarea Plan. Upon roll call vote, motion passed unanimously.

CONSIDERATION OF LAND USE CODE AMENDMENTS TO ARTICLES 1 & 3 IN REFERENCE TO CEMETERIES:

Planning Manager Ali van Deutekom presented the proposed amendments.

Built on What Matters.

Motion by Commissioner Stark and seconded by Vice Chair teVelde to approve PCR-2022-08 A, a Resolution of the Planning Commission Recommending Approval of Amendments to the Town of Frederick Land Use Code Articles 1 and 3 in reference to cemeteries. Upon roll call vote, motion passed unanimously.

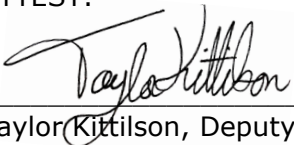
OTHER BUSINESS:

There being no further business of the Planning Commission, Chairperson Moe adjourned the meeting at 7:39 PM.

Approved by the Planning Commission:

Tracy Moe, Chairperson

ATTEST:



Taylor Kittilson, Deputy Town Clerk

PCR-2022-07A

**A Resolution of the Planning Commission Approving the 25/52 East Subarea Plan
as a supplement to the Town of Frederick Comprehensive Plan**

Be it resolved by the Planning Commission of the Town of Frederick, Colorado:

Section 1. The Frederick Planning Commission finds that:

1.1 The Town of Frederick has undertaken an amendment to the
Comprehensive Plan.

1.2 Said plan was completed with input from the Planning Commission,
Board of Trustees and property owners.

1.3 Said update was considered during a public hearing opened March 17,
2022.

1.4 Proper notice was given according to section 4.5 of the Frederick Land
Use Code.

Section 2. This resolution constitutes the written report, findings and decision of the
Town of Frederick Planning Commission.

Section 3. On the basis of the above, the Town of Frederick Planning Commission
approves the amendment to the Comprehensive Plan.

This resolution approved this the 17th day of March, 2022, by a vote of 4 to 0.



Tracy Moe, Chairman, Planning Commission

From: [Phil Irwin](#)
To: [Ali van Deutekom](#)
Cc: [Kent & Jane Nelson \(jackabbey@hotmail.com\)](#); [Ryan Johnson](#)
Subject: RE: PC meeting 3-17-22
Date: Monday, March 14, 2022 9:24:54 AM

**CAUTION: This email originated from outside of the Town of Frederick.
Do not click links or open attachments unless you can confirm the sender and content is safe**

Thanks Ali for the information regarding the upcoming Planning Commission meeting this Thursday. I will be out of town for a family wedding and will not be able to attend on behalf of the Nelsons. The updated Subarea Plan, that we discussed in our meeting with you, Todd and Ryan on Friday, has the support of the Nelson family. The updated plan seems to address prior concerns of flexibility for market conditions. With such changing market conditions for retail, office and flex uses, flexibility is a necessity. Again, thanks for all the work that the Town is doing to make the Nelson property a success. Both Kent and I will be at the Board meeting on the 22nd assuming the Planning Commission approves the updated Subarea Plan as discussed on Friday.

Thanks, Phil

Phil Irwin

720 Austin Ave. Suite 200
Erie, Colorado 80516
Office 303-833-4454
Cell 303-915-0966

From: Ali van Deutekom <AVanDeutekom@frederickco.gov>
Sent: Friday, March 11, 2022 7:22 PM
To: Alan Blair <astrolx_90@msn.com>; Chad TeVelde <ctevelde@agpros.com>; Dennis Stark <dennis.w.stark@gmail.com>; Kristie Conroy <taadaa70@gmail.com>; Nathan Scott <nscott@continuumag.com>; Tracy Moe <btmoe1@comcast.net>; wcmahoney@msn.com
Cc: Meghan Martinez <MMartinez@frederickco.gov>; Taylor Kittilson <tkittilson@frederickco.gov>; Christine M. Francescani <CFrancescani@fwlaw.com>; Amanda DeBord <ADeBord@frederickco.gov>; Maureen Welsh <MWelsh@frederickco.gov>; tmessenger@fwlaw.com; Ryan Johnson <Rjohnson@frederickco.gov>; Phil Irwin <phil@irwin-companies.com>
Subject: PC meeting 3-17-22

Commissioners-

We will have a Planning Commission meeting next Thursday, March 17, 2022 at 6:00pm. Here is a link to the packet:
https://www.frederickco.gov/AgendaCenter/Frederick-Planning-Commission-4/?#_03172022-1038

Please let me know if you will not be able to attend. Have a great weekend!

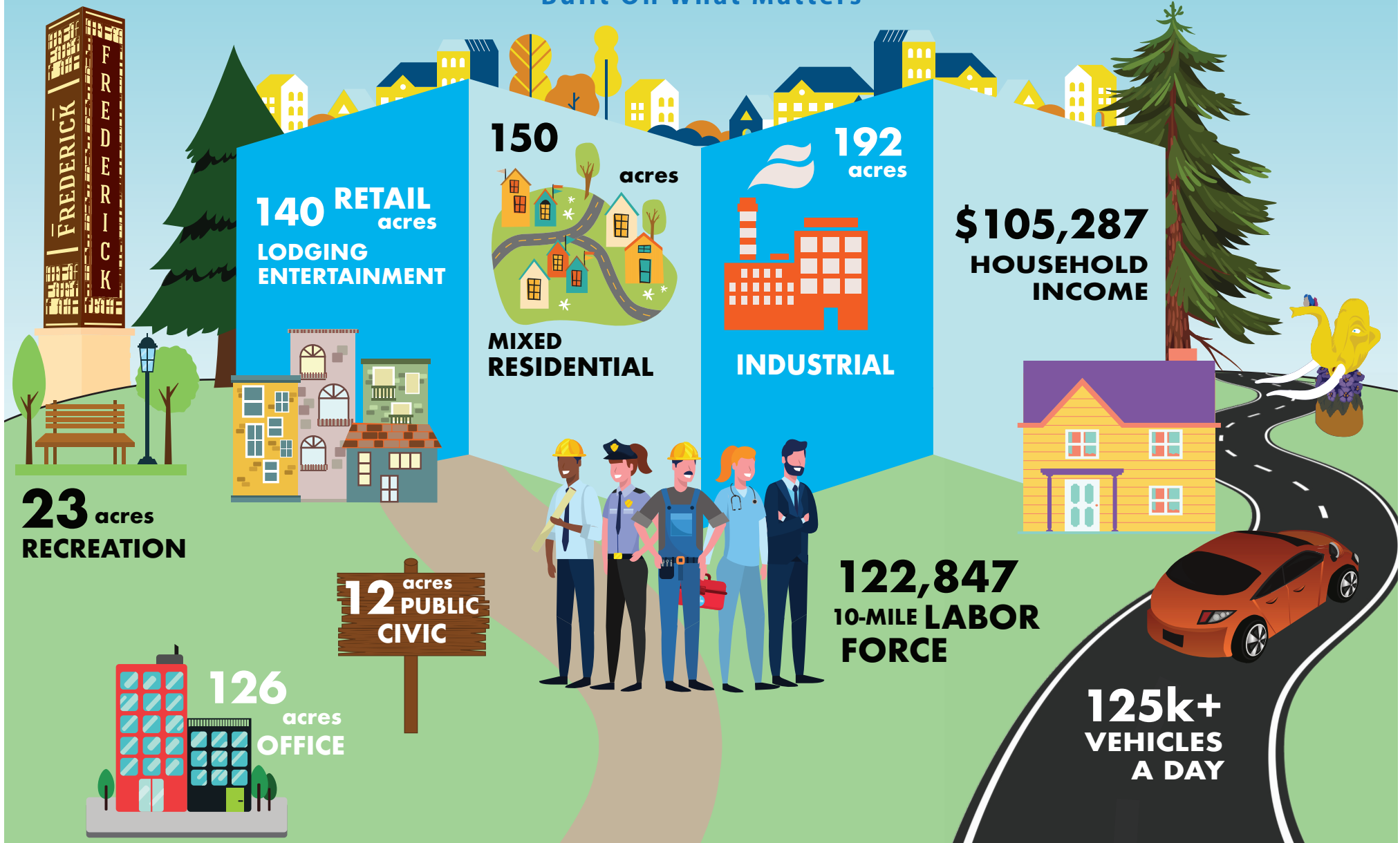
Thank you,

Ali van Deutekom (she, her, hers) AICP | LEED® AP BD + C | Planning Manager
Town of Frederick | 720-382-5652
AvanDeutekom@FrederickCO.gov | FrederickCO.gov



25/52 East Subarea Plan

Built On What Matters





Built On What Matters



Vision

The 25/52 East Subarea Plan will guide land use and development of the 600+ acres at the I-25 and State Highway 52 interchange. As a gateway into the Frederick community, this highly visible and easily accessible area is ready for strategic development opportunities. The Town's goal is to enhance Frederick's overall character, image, and identity along the Front Range by collaborating with landowners and developers to realize the vision to suit our community's desires. The 25/52 East Subarea Plan will serve as a guide for decision-making and will effectively help Town officials partner with stakeholders as they navigate the development of the area in the years to come.

Guiding Principles

- The 25/52 East Subarea Plan is guided by principles to optimize the site's potential.
- Promote an inviting and vibrant retail and mixed-use destination that draws in local and regional visitors to our attractive, pedestrian-friendly, amenity-rich environment
- Respond to a dynamic market with a uniquely "Frederick" Place to include a vibrant mix of retail, restaurant, entertainment, lodging, residential, recreation, employment, conference, educational, and other uses.
- Leverage high visibility of the I-25 and State Highway 52 interchange as the key gateway into the Frederick community, ideally suited to take advantage of the more than 125,000 vehicles that pass the area daily.
- Respond to environmental constraints by thoroughly investigating individual developments to determine a project's potential in relation to the Town's mining-related history.



TOWN OF FREDERICK BOARD OF TRUSTEES INFORMATION MEMORANDUM

Tracie Crites, Mayor

Rusty O'Neal, Trustee
Mark Lamach, Trustee
Adam Mahan, Trustee

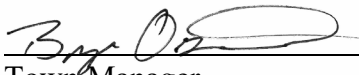
Dan March, Trustee
Kevin Brown, Trustee
Windi Padia, Trustee

Fence Permit Follow Up

Agenda Date: Town Board Meeting - April 22, 2022

Attachments: a. Attachment A – Fence Permit Matrix

Submitted by: Ryan Johnson
Assistant Town Manager

Approved for Presentation: 
Town Manager

Strategic Plan Alignment:

- Community & Economic Vitality

Detail of Issue/Request:

In 2019, Staff conducted research on the idea of creating a fence permit requirement within the Town of Fredrick. At that time, the Town's contracted consultant prepared information including a draft ordinance, permit requirements, applications and public information related to this effort. At that time, the Board directed staff to not pursue this program.

Recently, Staff received a request to re-evaluate this program. At the February 22, 2022 Board of Trustees meeting, the Board discussed this previous information and directed Staff to come back with additional information that provided a more comprehensive analysis of the advantages and disadvantages of this request.

As a result, Staff conducted some outside research of various communities to inquire about their process and best management practices. In total, 13 communities were researched. The matrix regarding this research has been attached as Attachment A to the staff report. Initial findings include:

- Nearly 70% (9 of the 13) communities require a fence permit.

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- All of the communities that require a fence permit also require an inspection.
- The majority of the communities that require a fence permit assess fees based on the valuation of the project (i.e. materials + labor = total value).
- Of all of the communities that require a fence permit, 100% require some sort of a survey document to be submitted as part of the submittal requirements.
- Fence permits are generally not issued over the counter as staff time across multiple discipline is required to review permit applications.

Based on this research as well as the institutional experience of Staff having regulated fences in the past, Staff submit the following conclusions:

- If the Town were to implement a fence permit program, Staff recommend that inspections be required.
- The safest way to ensure that a fence is located in the correct location would be to require some sort of survey document (often called a plot plan, improvement location certification or similar). For newer homes, this is often included as part of your closing paperwork with you buy a home. For older or existing homes, there is no guarantee. Getting a document of this type prepared typically costs around \$200-\$300 which does not include the cost of the permit itself. This may be financially challenging for segments of our community that fit within the low-moderate income homes.
- There is not an effective way to exact out neighborhoods that may have an HOA that also controls things like fences. This is primarily because an HOA can choose to dissolve at some point and can choose which items to regulate which may not include fences. Thus, the only equitable way to do this is to require fence permits across the entire community.
- Staff met internally to discuss what sort of time would be required to execute a fence permit program. Looking across the organization including Planning, Building and Engineering work groups, this comes up to approximately one hour of staff time per fence permit from the time someone submits an application up to and including the issuance of the permit and the inspection. Since there is no current fence permit requirement, it is unclear how many total fence permits may be issued in a given year. However, if you look solely at new residential construction, nearly all of those properties install a fence. That number over the last few years has trended over 300 residential units. Based on this information, Staff are of the opinion that there is not adequate staffing to implement this program.
- If a fence permit program is desired by the Board, any such program would be prospective looking and existing fences that may be of concern would have no resolution.
- Staff can explore ways to incorporate more information on the website to help educate the public about fences relatively easily.

Alternatives/Options:

As an alternative for consideration, it is common in a growing community to begin to experience issues with things like fences, retaining walls, accessory structures, zoning violations, signage and the like. Historically, these types of growing concerns might be assigned to code enforcement which is the case for many communities. While this is a common practice, often times code enforcement is not equipped to effectively address these concerns. Code enforcement in many cases is a subset within a police department and as such has the resources to address many things like junk vehicles, weed violations

issues within the right-of-way etc. The resources needed to research these issues are readily available for code enforcement.

However, the level of research needed to review property survey's, development agreements, and zoning code regulations is often not best suited for code enforcement. Thus, there is a movement in many communities to create a function to address neighborhood preservation factors such as the ones mentioned above. This function is typically housed within community development and the primary focus is on compliance rather than enforcement. While enforcement may be needed in a limited number of cases, greater results are being achieved by working with property owners on educating them and striving for compliance. In one example from the City of Westminster, an article in the Westminster Window (1/6/2022) focused on this program and how their Staff who handles these issues has been able to achieve 90% voluntary compliance. Most of the time spent is typically in areas not already governed by an existing HOA or commercial business association because those developments are often self-policing and in many cases, their regulations are far more restrictive than the Town's.

Currently, there is no funding appropriated to incorporate such a function in the adopted 2022 Budget. With that in mind, Staff recommend that the Board consider this more strategic approach to being proactive in identifying issues in both residential and commercial areas by creating a Community Preservation Program. Below are the year one anticipated costs with the understanding that most of these costs would be recurring. Staff would be happy to discuss this during an upcoming Strategic Planning retreat according to the will of the Board. The Board may also choose to direct Staff to seek implementing this program outside of the strategic planning process and would likely require future action by the Board to appropriate funds for staffing.

Financial Considerations:

Currently, there is not adequate resources to fund any additional staffing needed to move forward. Based on the direction of the Board, staff would conduct more thorough research and create the requisite job description. At present, anticipated annual costs are as shown:

- Salary & Benefits - \$90,745 (for 1 FTE)
- Vehicle Costs (excluding fuel) - \$5,856 annually
- IT - \$4,940 (mostly year-one costs)
- Total Estimated Annual Year-One Costs - \$101,541

Staff Recommendation:

Staff recommends that the Board receive the presentation and provide Staff with guidance on how to proceed. If the Board wishes to direct staff to proceed with a Community Preservation Program, Staff would need to research the financial availability to accommodate this request and bring that back for formal action of the Board. Staff will be present on Tuesday evening to address any questions the Board may have.

Attachment A - Fence Permit Analysis

Municipality	Permit Required?	Requirements	Cost	Inspection Required?
Brighton	Yes	Survey, Plot Plan	Valuation	Yes
Broomfield	Yes	Survey, Plot Plan	Valuation	Yes
Commerce City	No if under 72" (Res.) 42" (Com.)	Survey, Plot Plan	Valuation	Yes
Erie	Yes	legal Description, Survey or Improvement Location Certificate	\$47 plus tax	Yes
Firestone	Yes	Plot Plan, material type, setbacks from sidewalk	\$25 Permit Fee, \$75 Admin Fee, Use Tax of 2.6% of valuation (cost and labor)	Yes
Fort Collins	No	N/A	N/A	N/A
Fort Lupton	Yes	Plot Plan, material type, setbacks from sidewalk	Valuation	Yes
Johnstown	Yes	Aerial showing location but legal lot lines not required	Valuation	No (res.) Yes (Com.)
Longmont	Yes	Legal Description, Survey or Improvement Location Certificate, Plot Plan, or ILC. Height and fence type	Valuation	Yes
Mead	No	N/A	N/A	N/A
Superior	No	N/A	N/A	N/A
Thornton	Yes if above 30"	Survey, Plot Plan	Valuation	Yes
Westminster	Yes	Survey, Plot Plan	\$50 Permit Fee	Yes