



Town of Frederick Board of Trustees Agenda

Frederick Town Hall
Board Chambers
401 Locust Street
Tuesday, March 14, 2023

7:00 PM

Livestreaming of the Board of Trustees meetings have been transitioned to the Town of Frederick website. The livestream can be accessed at www.frederickco.gov/civicmedia

Public Comment will only be taken in person unless an accommodation is requested through the Town Clerk's Office. If you require an accommodation or have questions about making public comment please contact the Town Clerk's Office:

Meghan Martinez, Town Clerk
mmartinez@frederickco.gov
720-382-5500

Or

Kelly Green, Interim Deputy Town Clerk
kgreen@frederickco.gov
720-382-5500

Built on What Matters.



Town of Frederick Board of Trustees Agenda

Frederick Town Hall
Board Chambers
401 Locust Street
Tuesday, February 28, 2023

**6:30 P.M.
Work Session**

**7:00 P.M.
Regular Meeting**

Call to Order – Roll Call:

Pledge of Allegiance:

Approval of Agenda:

Special Presentations:

Carbon Valley Half Marathon Community Funding Request – Monica Vickers and Mike Sindelar

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 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. Clerk 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 28, 2023 Minutes – Meghan Martinez, Town Clerk
- D. List of Bills – Kurtis Adams, Finance Director

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- E. Ratifying the Designation of the Town of Frederick Future Land Use Map as the Three-Mile Plan – Maureen Welsh, Planner
- F. Resolution 23-R-11 To Award a Contract for the 2023 Concrete and Alleyway Maintenance Program and Authorizing the Town Manager to Execute the Contract – Jason Berg, Engineer
- G. Resolution 23-R-12 To Award a Contract for 2023 Seal Project-Pavement Maintenance Program and Authorizing the Town Manager to Execute the Contract – Jason Berg, Engineer

Action Agenda:

- H. Resolution 23-R-13 To Award a Contract for 2023 Pavement Maintenance Program and Authorizing the Town Manager to Execute the Contract – Jason Berg, Engineer
- I. Resolution 23-R-14 Approving Support for a Grant Application and Related Contracts for Conducting a Target Industry Cluster Study – Traci Garcia-Castells, Grant Administrator and Max Daffron, Economic Development Manager
- J. Consideration of the Bear Industrial Park Replat 1, Block 2, Lot 2 (Cruise America RV Rental and Sales) Electric Fence Waiver Request and Fence Height Variance Request – Audem Gonzales, Senior Planner

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 Miners Park.

Adjournment:

ORGANIZATION SUMMARY

Organization Name: Carbon Valley Half Marathon Inc.

Mailing Address: 9100 Foxfire Street, Firestone, CO 80504

Contact Person:

<u>Monica Vickers</u>	<u>President</u>	
Name	Title	
<u>720-534-5295</u>		
Phone Number	Fax Number	
<u>mvickers@h-2e.com</u>		
Email Address		

Federal Tax ID: 46-1942454 State Tax ID: 20131034483

Please describe your project and the reason for your request:

Since 2013 the Carbon Valley Half Marathon & 5K has brought thousands of people to the
Frederick and Firestone to show off our exceptional community. Our event is a non-profit race
that all the proceeds are giving to the Colorado Children's Hospital for Autism Research. Families
deal with many challenges when a family member or friend has autism and this effects so many.
Our event has donated over \$130,000 to date and this will be our 11th year doing this. We could
not have this successful event without the support from our town and participants. Many participants
are local residents and have made this a family tradition! We love our town and appreciate all the
support given to us for the past 10 years. We are asking the town to return as a Champion Supporter.
This would be a generous \$1500 donation and an in-kind donation of an Police Officer to help direct
traffic. The town would receive all the benefits of front-and-center media marketing and recognition
on our website , Facebook, and race T-shirts. The town is welcome to provide anything to add to
500 goodie bags as well. We appreciate the town's consideration to support our 11th annual event!

Amount Requested: \$1500.00

Number of Town of Frederick Residents and/or visitors that will participate and/or benefit from the program you are proposing: 300-600

In what way will this program enhance the Town of Frederick's positive image, provide opportunity for informal education, community building and/or family entertainment:

Frederick's support of this event shows our community how events like this, for good causes
are important. Events bring people from the community together as well as participants from all over
that drive and even fly in which is great business for the town of Frederick.

Has your organization applied forant from the Town of Frederick before? YES X NO

How much did you receive \$1500.00 How was the grant money used?

The previous years money was used to help our event be successful. This event requires timing mats
and timing company as well as portable potties. We do have a lot of sponsors that help as well as
volunteers.

Were there funds left over? If so how those funds utilized by your organization?:

Yes, our goal is to always make donations with the funds from our event are left over. We were
able to donate \$14,000 in 2022.

Please provide a list of organizations you have already solicited or will be soliciting)?:

Town of Firestone, Ward Electric, JoyForWard, Carbon Valley Eye Care, Centennial Lending,
United Power, Eldorado, ShortD's, Caldwell Bankers, and Denver Lighting and DJ Services.

Please include the following attachments:

1. Board of Directors and Key Staff noting any paid staff.
2. Copy of the IRS Determination Letter indicating Tax-Exempt Status of the organization.

Name and Signature of Organization's Project Chairperson:

<u>Monica Vickers</u>	<u>720-534-5295</u>
Name (Please Print)	Telephone Number
<u>Monica Vickers</u>	<u>01/22/23</u>
Signature	Date

PROGRAM / PROJECT BUDGET

Program Name: Carbon Valley Half Marathon

Total Project Budget (Please Itemize):
(Personnel, Promotion, Supplies, Services, etc.)

Amount:

<u>Participants, volunteers, T-shirts and goodie bags</u>	<u>\$ 8,000.00</u>
<u>Awards</u>	<u>\$ 3,000.00</u>
<u>Marketing</u>	<u>\$ 1500.00</u>
<u>Chip timing services</u>	<u>\$ 1500.00</u>
<u>Police and Ambulance Services</u>	<u>\$ 1200.00</u>
<u>Rentals</u>	<u>\$ 1200.00</u>
<u>Permits</u>	<u>\$ 500.00</u>
<u>Licenses</u>	<u>\$ 25.00</u>
<u>Donation to Children's Hospital</u>	<u>\$ 25,000</u>
<u> </u>	<u>\$</u>

Total Cost (A):

\$ 42,525.00

Sources of Funding for the Program:
(Gifts and Grants pledged or paid)

Corporations:	<u>\$ 7,500.00</u>
Foundations:	<u>\$</u>
Individuals:	<u>\$ 33,025.00</u>
Government:	<u>\$ 2000.00</u>
Other:	<u>\$</u>

Total Funds Available (B)

\$ 42,525.00

Balance Required (A minus B)

\$ 1500.00

Amount Requested:

\$ 1500.00

REQUEST FOR ADDITIONAL FUNDING

(COMPLETE ONLY IF REQUESTING FUNDS EXCEEDING \$500.00)

Funds Requested: _\$1500.00____

Please explain why your organization has requested additional funding: _____

This is a significant event for families or our community. It brings many different organizations

together such as the local schools, the business community, the Chamber of Commerce, Frederick,

Firestone, Longmont, Mead and Erie. The conversation around our event is always positive and includes

recognition of our great community. People move to our community due to events like ours. Gains

a lot of respect when the Town supports a charitable event like this and shows how important the Town

feels about families and healthy habits and having fun. We need the towns support to make our

impact greater each year.



Carbon Valley Half Marathon, 13.1 Relay
5K, Fun Run & Community Expo
To benefit Autism Research
Saturday, May 13th, 2023 8am

We invite you to consider becoming a Sponsor of this community charity event! The participant's fee structure is designed to cover most event expenses. The corporate sponsorships will facilitate grander marketing efforts to promote the event, the cause & your business as well as a greater contribution to the Children's Hospital.

Carbon Valley Half Marathon Sponsorship Opportunities

Presenting Supporter

\$3,500- \$5,000+

- Headline sponsor exclusivity
- Premier placement booth at Expo
- Special acknowledgment in marketing presentations & materials
- Prominent largest logo placement on event T-shirt & Tote bag that goes to every participant
- Company Banner at finish line.
- Recognition from stage at Expo with speaking opportunity
- Add a marketing stuffer to participant's Tote
- Optional – provide hosting site of pre-event registration packet pick-up
- Optional- hosting of water station at half way point
- Optional – One Team Relay or two individual Half/5K Entry fees waived.

HERO Supporters

\$2,000 - \$3,499

- Preferred placement booth at Expo
- Company Banner placement site in Expo Area
- Special acknowledgement as HERO Supporter in some marketing materials
- Preferred larger logo placement on event T-Shirt & Tote Bag
- Option of hosting a water station
- Recognition at Expo
- Add a marketing stuffer to participant's Tote
- Optional – One Team Relay or two individual Half/5K Entry fees waived.

Champion Supporters

\$1,000-\$1,999

- Prominent booth location at Expo
- Special acknowledgement as Champion Supporter in some marketing materials
- Prominent logo placement on event T-Shirt & Tote Bag
- Option of hosting a water station
- Recognition at Expo
- Add a marketing stuffer to participant's Tote
- Optional – One Team Relay or two individual Half/5K Entry fees waived.

Alliance Supporters

\$ 500-\$999

- Booth at Expo following event
- Business/Organization name listed in some marketing materials
- Your logo on reverse side of Tote Bag (with other Alliance Supporters)
- Add a marketing stuffer to participant's Tote

Advocate Supporters

\$150-\$499

- Booth at Expo following event
- Add a marketing stuffer to participant's Tote

This year we are stuffing 500 Goodie-Bags for our participants in the Half & 5K!

Sponsors will be recognized on our Facebook Page & Instagram throughout our marketing campaign. To date the Carbon Valley Half Marathon has raised \$130,000.00 for Autism Research benefiting Children's Hospital Colorado. The event was selected as a local "Hero" of 2013 by the Longmont Daily Times Call and also received Firestone's prestigious "Mayor's Award". We look forward to partnering with your organization!

Thank you for your consideration. To express interest or ask questions please contact:

Race Director	Monica Vickers 720-534-5295
Course Director	Mike Sindelar 303-378-5767
Expo Director	Jennifer Gray 970-215-9801
Fundraising Chair	Lida Johnson



TOWN OF FREDERICK MEMORANDUM

TO: Honorable Mayor and Board of Trustees

FROM: Bryan Ostler, Town Manager

DATE: March 10, 2023

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 scheduled for upcoming meetings. These topics may be changed or rescheduled from time to time.

- March 21, 2023 – Special Meeting
- March 28, 2023 – Regular Meeting
- April 4, 2023 – Work Session: Water Dedication Requirements, Snow Control
- April 11, 2023 – Regular Meeting
- April 18, 2023 – Work Session: No Topics Scheduled
- April 25, 2023 – Regular Meeting
- May 2, 2023 – Work Session: No Topics Scheduled

Communications and Engagement Department

This summary is intended to serve as an updated related to the Strategic Plan and does not encompass entire outputs or metrics.

Dynamic, Inclusive & Connected Community 3.1

- Town Event Preparation
 - Recruitment and Sponsors as of 3/9/2023
 - Sponsor commitments totaling \$23,400
 - 14 chainsaw carver applications submitted.
 - 35 food truck applications
 - 25 market vendor applications
- Comms & Engagement Improvement Process - Design and implement a new Communicators Group with representation from each department to draw from subject matter expert knowledge to ensure accuracy, adhere to deadlines, and ultimately get the right information, to the right people, at the right time.
- FRED Friends – Implementing new FRED Thread (In Progress) internally to keep the conversation on our values and culture going!

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- Board Meeting - Attendance (zoom) at Board meeting and Work Session to ensure Town communications align with Board's vision and work in progress.
- Social Media
 - Establish metric tracking to collect data and insights that can be used to understand aggregated audience demographics for implementation of strategic targeted content.
 - Shout out to Engineers and SRO's on their special designated appreciation days.
- Website - Submit a Request (On-going until transition to new Town APP) – Reinforce the process to submit a request for Town services. Intent is to streamline and expedite resident requests, build a repository for analytics, and provide a tool to internally route questions/requests.
- My Civic 311 Town APP (In progress) -Increase community engagement and options for resident to utilize Town Services via mobile APP.
- CV Emergency Management Coordination Group – attended monthly meeting on 3/9/2023.
- Carbon Valley Network (CVN) – Attended monthly meeting of local nonprofit organizations on 3/2/2023
- Carbon valley Meet-n-Greet – Attended annual PD meet-n-greet on 3/9/2023.

Safe and Secure

- Take over responsibility for weekly dissemination of the Police Blotter to Media. Field all inquiries.
- Collaborate with PD for Community Awareness/Advisory related to Critical Incidents.

Fiscally Responsible Governance

- Meet (zoom) with PR Agility vendor to explore new features and ensure/evaluate if product is meeting Department needs.

Community Economic Vitality

- Work with Economic Development and Evergreen Development to coordinate Town of Frederick News Release on new King Soopers Marketplace.
- Coordinate speaking opportunity for Mayor to attend the 2023 Upstate Colorado Economic Development Annual Meeting to highlight the Agilent project in Frederick.

Public Works

- Fleet Services:
 - 14 total service requests
 - 3 Unscheduled (Public Works 2 FFFPD 1)
 - 11 Scheduled (Public Works 7 PD, 3 FFFPD 1)
- Streets and Stormwater:
 - Crews are continuously working on potholes on all arterial roads and now working through residential areas, and resident concerns that come into public works
 - Grading continues monthly on County Road 5 and 16.5
 - Filling in turning radiuses on arterial streets with millings
 - Repairing and replacing worn out flags and rope on all flag poles maintained by the town

- Street sweepers are out sweeping on mains and downtown areas from winter storms
- Began cleaning and clearing storm water areas following snow melt and better weather
- Acquired our trimble GPS units and training with GIS team and started GIS storm water asset mapping
- Meeting with Dacono Public Works on teaming up to have joint weather stations set throughout the tri-town area including Firestone
- Working with Altitude Signal to set up cameras to give Public works access to traffic signals cameras
- Water:
 - 25 Locates completed
 - 15 final reads completed
 - 6 New meter installs, 4 in Clark Villas, 2 in Silverstone
 - 93 rereads 43 shut offs for nonpayment
 - Water testing/pressure test at new Tesla location
 - 5003 Mt Osage call out for blown out meter, replaced and back in service within hours of original call
- Facilities:
 - Completed 8 work orders 2 immediate need/emergency, 1 call for repair / maintenance 4 tasks, 1 scheduled/preventative
 - Town Hall 2nd legal office: Completed
 - Town Hall ramp handrail replacement; to be completed when weather conditions are appropriate
 - Town Hall adding card readers at top of basement stairs and lobby in process
 - PD offices Space planning in process week of 3/6/23
 - ADA self-audit: Interior of all buildings completed by 3/10/23 Parking and accessible next
 - LED lighting transition plan completed
 - Attended Leadership Development Program
- Training
 - Kent VanDyne, Rusty Ribble, Brad Hirter, Teo Martinez, Damon Jones, Bryce Shirley, Tina Rehder, Gage Robertson, James Romero, Kegan Audas all attended the LTAP Road Safety and Work Zone Traffic Control class

Parks and Open Space Department:

- POST Commission
 - The POST Commission held their Regular Meeting on March 8th
 - Dean Rummel, Executive Director of CVPRD presented an update on District operations in 2023.
 - Commissioners discussed a landscape plan for the Colorado Boulevard median, which will now take place in 2024 due to the change in timing of road construction in that area.
 - Commissioners approved a Letter of Support for a grant to be used for master planning at Crist Park and surrounding greenways.
- Golf
 - Golf staff continues to develop a new business plan for The Back 9 Restaurant, with an emphasis on financial sustainability. They are also working on a Golf Course Maintenance Plan to improve turf quality and playing conditions.
 - Staff have been finalizing plans for the 2023 Event Schedule at Bella Rosa. It can be viewed on their website - <https://bellarosagolf.com/events-calendar/>
- Parks, Open Space and Trails
 - A Project Kickoff Meeting occurred for the Community Parks Master Plan on March 13th. Background and park analysis work will begin in March and occur through early summer. The first round of public engagement will occur in Q2 2022. Preliminary concepts for FRA and Centennial Park will be available for review in Q4 2023.

- Holiday lighting was removed from Downtown and placed in storage until next winter.
- Portions of the Irrigation Central Control system for Town parks were purchased and will be installed this spring. This system will allow remote control of all Town parks and will save substantially on irrigation costs. This year is a “beta” test on the components for a full implementation in 2024 and beyond.

Engineering Department

STRATEGIC, RELIABLE & SUSTAINABLE INFRASTRUCTURE – Frederick is dedicated to investing in existing and future transportation, water, storm water, and technology while planning for sustainable growth and development.

Miscellaneous

- Engineers Week (2/20-2/24). Zack and Kylie went to Legacy Elementary and provided education and a fun activity to inspire a group of 3rd grader innovators.

Transportation

- DRCOG: A joint grant application between Frederick and Firestone for \$2 million worth of improvements to Bella Rosa/Colorado Blvd intersection was unanimously supported by the SW Weld Subregional Forum. The project was identified as the #2 ranked improvement project in the Town’s Transportation Master Plan. The next step is the project goes before the DRCOG Board for final funding approval.
- Concrete Alley: A Request for Bid has been advertised for the Town’s 2023 Concrete Alley Project. The project will include two downtown alleyway segments in the area between Tipple Street and 2nd Street from Locust Street to Walnut Street and Walnut Street to Maple Street. This year’s project will complete the concrete alley rehabilitation program. Recommendation for contract award is scheduled to come before the Board at the 3/14 meeting.
- Pavement Maintenance Projects: Request for Bids have been advertised for the Town’s 2023 Pavement Maintenance Projects. This includes multiple areas in Town for crackseal, slurry seal, patching, mill and overlay. Recommendations for contract awards are scheduled to come before the Board at the 3/14 meeting.
- Colorado Blvd Mill & Overlay Project: With the recent announcement of Silverstone Commercial at the northwest corner of SH52/Colorado Blvd, staff is now recommending that the final stretch of Colorado Blvd rehabilitation from Tipple Parkway– through the 5th Street connection roundabout– down to Highway 52 be delayed a year and combined with the future Colorado Blvd improvements that the development will be providing. This would minimize closure impacts to the public and reduce costs. Future discussion on this topic with the Board at a future meeting.
- Silver Birch/Bella Rosa Intersection: Continuing to follow the guidance of the Transportation Master Plan, staff has put out an RFP for design of the ultimate configuration of the Silver Birch/Bella Rosa intersection. This design will identify the necessary utilities to relocate and the right-of-way to acquire.
- Silver Birch/Godding Hollow Intersection: Design is complete. Staff will be approaching the Board at the 3/7 meeting for direction on acquiring right-of-way northeast of the intersection to fully widen the intersection and install a sidewalk to the skate park.
- Neighborhood Speed Control Program: No recent projects to update.

Water

- Potable Infrastructure Master Plan: A contract for design services was awarded to Forsgren Associates Inc. at the October 11th Board Meeting. Design is underway and scheduled to take about a year to complete. Staff has weekly progress meetings with the consultant. The project is on schedule and budget.
- Raw Water Master Plan: A Request for Qualifications for design services has been advertised. A recommendation for contract award is scheduled to come before the Board at the 3/28 meeting.
- Water Rate Study: A Request for Qualifications for design services has been advertised. The goal is to have a study complete in 2023 so fee adjustments could be identified at the end of the year and implemented for 2024. A recommendation for contract award is scheduled to come before the Board at the 4/11 Board meeting.

- Raw Water Change of Use: The water court case is ongoing. The process is lengthy but has significant value to the future water supply of the Town. Staff will provide the Board with updates throughout the entirety of the water court case.
- Water Conservation: Kylie Couch attended a 2-day training workshop for landscape irrigation auditing. This training was identified in the Water Efficiency Plan and will allow the Town to identify the effectiveness of irrigation systems as we implement new standards.
- NISP: On December 9th, 2022, the long awaited Record of Decision was issued by the Army Corps of Engineers for the Northern Integrated Supply Project. A major hurdle was cleared for the Town of Frederick's future water supply.

Stormwater

- Groundwater Study: A contract for design services was awarded to Smith Environmental at the December 13, 2022 Town Board meeting. An Open House was held on 2/23 in the Board Room. About 15 citizens attended and gave some good feedback for our consultants to evaluate. Installation of monitoring wells is underway. Design is expected to extend through 2023.
- Concrete Box Culvert(s) on Colorado Blvd/Bella Rosa: A contract for design services was awarded to AVI at the October 25th, 2022 Town Board meeting. Staff has bi-weekly progress meetings with the consultant. The project is on schedule and budget.

Frederick Police Department:

Law Enforcement Drone Program

- The use of drones in law enforcement for observation, information collection and documentation has grown in recent years. FPD has utilized drones for over two years and is currently expanding the number of officers that are qualified to fly our drones. SGT Bedsaul oversees the drone program and has flown several successful missions for the department including an ice rescue at FRA, major traffic accident and crime scene documentation and searches for missing or endangered persons. To become a drone pilot, officers must first start training with the department's current certified officers and become familiar with drones and the regulations of use. The prospective pilots must then pass a difficult test governed by the FAA. Once an officers has completed the testing and training program, they are cleared to fly operationally. The goal of increasing the number of pilots is to have an operator on each shift.

Victim Services Update

- We have recruited and trained three Volunteer Victim's Advocates for our Victim Services Program. All three of our candidates successfully completed the 40-hour Basic Advocate training course and will begin the required "on the job" training with our coordinator, Alexis Gutierrez. Once fully trained, these volunteers will rotate on-call shifts on nights and weekends assisting our coordinator with call-outs to support victims of crime. We hope to increase the number of Volunteer Advocates and maintain a pool of around 10 people. If you or someone you know would like to know more about the program and possibly become a volunteer, please contact Alexis at 720-382-5709.

Planning Department

- *Development Applications* – 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 four projects that have completed the pre-application step. There are currently zero neighborhood meetings scheduled. Four 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>
Carriage Hills Filing 1 Replat A	Carriage Hills	North of Hwy 52 and West of Fredrick Way	Design review for 11 th Street

(3/6/2023)			
Silverstone Marketplace (3/6/2023)	Silverstone	Northwest corner of Colorado Blvd and Highway 52	Proposed development of 34 acres into commercial, including a grocery store and smaller commercial/retail sites
<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 2, Lot 4 (6/20/2022)	Bear Industrial Park	4201 Kodiak Ct	Proposed 7,506 Sq Ft 1 story building for light industrial.
Bear Industrial Park Replat 1 Block 2 Lot 2 (1/3/2023)	Bear Industrial Park	4180 Busch Place	Proposed installation of low voltage security fence.
Bear Industrial Park Replat 3 Block 1 Lot 8	Bear Industrial Park	4210 Bruin	Proposed building for excavation company with outdoor storage
Brunemeier Annexation- Wheatlands (4/4/2022)		Southwest corner of County Road 16 and County Road 17	Proposed single family attached and detached homes.
Eagle Business Park Agilent (2/07/2022)	Eagle Business Park	7400 Eagle	Site Plan for Agilent's expansion
File 32H-K268 Pad		6268 County Road 3 1/4	Propose to drill thirty-five (35) horizontal wells.
Glacier West Business Park Filing 2 Repat B Lot 9B	Glacier West	3470 Highway 52	Proposed 2 story building with office space on the top floor and 6 bay carwash on lower floor.
Hidden Creek Amendment 5 Repat (8/15/2022)	Hidden Creek	North of Tipple Parkway and East of Ridgeway Blvd	Proposed relocating lots and revising lot sizes from the final plat.
Nelson Farms (1/3/2022)		Southwest corner of Silver Birch Blvd and Tipple Blvd	Proposed residential development on 236 acres
Park 4040 Replat B Lot 2 (12/19/2022)		9200 E. I-25 Frontage Road	Proposed 55,000 sq ft. flex warehouse for future unknown tenant
<i>Project Name (Date of Application)</i>	<i>Subdivision</i>	<i>General Location</i>	<i>Brief Description</i>
Penrose Sketch Plan (9/2/2022)	Penrose	Northeast corner of Ridgeway Blvd and Highway 52	Requesting a change in landscaping requirements for water usage.
Prosperity Waiver (8/18/2022)	Prosperity	South of Tipple Parkway and East of Angel View and North of Savannah	Proposed landscaping changes.

Raspberry Hill Business Park Lot 1 (11/7/2022)	Raspberry Hill Business Park	Southeast corner of I025 Frontage Road and Raspberry Way	Proposing exterior renovations to existing building
Raspberry Hill Business Park Lot 13 (5/2/2022)	Raspberry Hill Business Park	8274 Raspberry Way	Proposed office building and sales of pickup trucks.
Raspberry Hill Business Park Lots 4&5 (8/15/2022)	Raspberry Hill Business Park	8177 Raspberry Drive	Propose to combine lots for car dealership.
Raspberry Hill Business Park Lots 12 (8/15/2022)	Raspberry Hill Business Park	8177 Raspberry Drive	Proposed outdoor vehicle inventory storage lot.
Shores On Plum Creek (6/20/2022)	Shores On Plum Creek	North of Highway 52 and east and west of County Road 3.25	Proposed residential and commercial development.
Silverstone Filing 7 (1/18/2021)	Silverstone	North of Highway 52 and south of Tipple Parkway	Proposed 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.



TOWN OF FREDERICK MEMORANDUM

TO: Honorable Mayor Tracie Crites and Board of Trustees

FROM: Meghan Martinez, Town Clerk

DATE: March 10, 2023

SUBJECT: **Town Clerk's Report**

- *Boards, Commissions and Committees*

- Scholarship Committee: Working with Committee to review applications and schedule interviews with top candidates. We received 15 applications this year.
- Frederick Arts Committee: Working with Public Works to evaluate carvings and schedule sealing. Scheduling Bronze cleaning this spring.
- Historic Preservation Advisory Committee: The committee has transitioned to the Planning Department, the Clerk's Office will continue to provide support to the group related to agenda management, packet distribution, and recruitment.
- Youth Commission: Ordinance will be submitted to the Board on March 28th for consideration.

- *Training*

- Town Clerk Martinez attended a National Association of Government Archives and Records Administrators training on the fundamental tools to effectively and efficiently manage organizational records.

- *Records Requests*

- The Clerk's Office has responded to 7 Requests for Public Records over the past two weeks. Requests range from a residential plot soils reports, town benefits, and building permit reports .

- *Citizen Task Force*

- Working on recruitment of members and rescheduling meetings.

- *Elementary School Tours*

- The Town is set to host Soaring Heights Elementary School and Legacy Elementary School for school tours in April. Students will conduct a mock board meeting, visit the

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Fire State and Police Department, learn about Frederick History at the Museum, and learn about Public Works at Crist Park. We are excited to host the students! I

- *Liquor Licensing:*

Current Liquor Licenses

<u>Licensee</u>	<u>Expiration Date</u>	<u>Status</u>
Back 9 at Bella Rosa	9/3/2023	Approved
Glacier Liquors	9/4/2023	Approved
Rock Solid	10/18/2023	Approved
Peel Pizzeria	11/2/2023	Approved
Mirror Image Brewing Company	11/4/2023	Approved
Mountain Cowboy Brewing Company	11/5/2023	Approved
Circle K Store 2706787	11/12/2023	Approved
7-Eleven Store 38638A	12/25/2023	Approved
Georgia Boys Smokehouse	1/24/2023	Approved
Frederick Liquor and Store	2/21/2023	Approved
Pete's Place	3/9/2023	Approved
7-Eleven Store 35269B	3/21/2023	Approved
WTF!	6/5/2023	Approved
Frederick Travel Center	6/30/2023	Approved
Gabe's Cafe	9/27/2023	Approved

Enforcement Issues

- No current enforcement issues.

TIPS Training:

- The Frederick Police Department will conduct TIPS/Responsible Vendor Training on Monday, May 29th at Town Hall.



TOWN OF FREDERICK BOARD OF TRUSTEES
REGULAR BOARD MEETING MINUTES
FREDERICK TOWN HALL, 401 LOCUST STREET
FEBRUARY 28, 2023

Call to Order: At 7:07 pm Mayor Pro Tem March called the meeting to order and requested roll call.

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

Pledge of Allegiance:

Special Presentations:

Frederick High School Sunset Parade: Chris Tone presented the funding request. Motion by Mayor Pro Tem March and seconded by Trustee Padia to donate \$2,400 to the Frederick High School. Upon roll call vote, motion passed unanimously.

Public Comment:

Cody Childers, Vice President of the Carbon Valley Park and Recreation District gave a quick operational report for the district.

Staff Reports:

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

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

Consent Agenda:

Motion by Trustee Mahan and seconded by Trustee Brown to approve the consent agenda which contained the following items:

- January 10, 2023 Minutes
- January 17, 2023 Minutes
- January 24, 2023 Minutes
- January 31, 2023 Minutes
- February 7, 2023 Minutes
- February 16, 2023 Minutes
- List of Bills
- Resolution 23-R-09 Authorizing and Directing Staff to Proceed with Amending a Water Court Case 21CW3138

Upon roll call vote, motion passed unanimously.

Action Agenda:

Built on What Matters.

Consideration of the Appointment of Dennis Stark to the Planning Commission as Alternate B: Town Clerk Meghan Martinez presented the proposed appointment. Motion by Trustee Brown and seconded by Trustee Pada to appoint Dennis Stark to the Planning Commission as Alternate B.

Public Hearing 1st Reading Ordinance 1381 Approving a Franchise Agreement between the Town of Frederick, Colorado and Black Hills Colorado Gas, Inc.: Town Attorney Jason Meyers presented the proposed agreement and ordinance.

At 7:31 Mayor Pro Tem March opened the public hearing.

At 7:31 Mayor Pro Tem March closed the public hearing.

Motion by Trustee Lamach to approve the 1st Reading of Ordinance 1381. Upon roll call vote, motion passed unanimously.

Public Hearing Consideration of Johnson Farm/Spindle Hill Energy Comprehensive Plan Amendment and Rezone AKA Columbine Heights, Project No. 2022-010: Planner Maureen Welsh presented the proposed project.

Kirby Smith was present and addressed the Board on behalf of the applicant.

Motion by Trustee Padia and seconded by Trustee Lamach to go into executive session for a conference with the Town Attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. Section 24-6-402(4)(b). Upon roll call vote, motion passed unanimously.

At 8:02 Mayor Pro Tem March recessed the meeting to go into executive session.

At 8:32 Mayor Pro Tem March reconvened the meeting.

At 8:32 Mayor Pro Tem opened the public hearing.

At 8:33 Mayor Pro Tem closed the public hearing.

Motion by Trustee Padia and seconded by Trustee Mahan to ratify the Planning Commission's October 6, 2022 approval of the Johnson Farm/Spindle Hill Energy Comprehensive Plan Amendment, case no. 2022-010; and to direct the Town Attorney to memorialize this ratification as a resolution for prompt execution by Mayor Crites without further action of the Board. Upon roll call vote, motion passed unanimously.

Motion by Trustee Padia and seconded by Trustee Lamach to adopt Ordinance 1385 entitled Johnson Farm/Spindle Hill Energy Rezone, upon a finding that sufficient rezoning criteria set out in the Town of Frederick Land Use Code Section 4.7.2.d have been satisfied. Upon roll call vote, motion passed unanimously.

Mayor and Trustee Reports:

Trustee Padia: She had a question about the retreat.

Mayor Pro Tem March: He asked about the Central Weld County Water situation.

Adjournment:

There being no further business of the Board. Mayor Crites adjourned the meeting at 8:42 pm.

Approved by the Board of Trustees:

ATTEST:

Tracie Crites, Mayor

Meghan Martinez, Town Clerk

Town of Frederick - List of Bills
January 27, 2023 - February 23, 2023

1800DRYCLEAN NORTH METRO DENVER	Uniform cleaning service	517.40
4 RIVERS EQUIPMENT LLC	Maintenance parts & equipment	2,199.92
AAA PEST PROS LLC	Pest control	420.00
ACE HARDWARE OF FIRESTONE	Supplies	1,131.59
ADAMSON POLICE PRODUCTS	Police uniforms	470.10
AGFINITY	PW Diesel	12,327.36
AIRGAS USA LLC	Forklift fuel	66.02
ALLIANCE SAFETY INC	Safety vest	10.50
AQUA BACKFLOW INC	Web based Backflow tracking	360.00
ARCHIVESOCIAL INC	Social Media Archiving subscription	2,353.05
AUDEM GONZALES	Reimbursement for Black Belt training expenses	197.33
AXON ENTERPRISE INC	Basic License bundle and storage	8,405.99
B & L REPAIR	Tire replacement and supplies	387.50
BARGREEN ELLINGSON	Equipment for restaurant	618.39
BETTER BUSINESS CLEANING	Monthly cleaning services	5,102.00
BK TIRE, INC.	Tire replacement and disposal	1,476.32
BLACK HILLS ENERGY	Natural gas utility	3,375.60
BROES ELECTRIC INC	Electrical repairs at Crist Park	1,834.14
BUILDING WARRIORS INC	Peer support	200.00
CAPITAL BUSINESS SYSTEMS INC	Town copier lease & equipment	2,393.06
CARAHSOFT TECHNOLOGY CORPORATION	StormCAD & WaterGEMS subscription	5,057.00
CARBON VALLEY PARKS & RECREATION DIST	URA TIF revenue sharing	197.31
CARD SERVICES	Travel, training and supplies	34,190.05
CASSIDY MADISON	Lost Property payment	274.00
CENTRAL WELD COUNTY WATER DIST	Water purchased	44,904.53
CENTURA HEALTH	Blood test	44.75
CERTIFIED BALANCE SERVICE INC	Balance scale service	109.00
CINTAS CORPORATION	Uniforms and mat service	841.44
CITY OF WESTMINSTER	2023 NATA Dues	756.00
CIVIC PLUS	Website annual fee renewal	4,000.00
CODE PUBLISHING INC	Municipal Code - Web update	775.50
COLORADO GOLF ASSOCIATION	Facility dues for handicap services	175.00
COLORADO INFORMATION SHARING CONSORTIUM	Membership fees	621.60
COMCAST CABLE	Monthly internet, tv & phone service	964.62
COMCAST PHONE	Town wide internet service	2,655.00
COMMUNITY COUNSELOR INC	Counseling services	375.00
COMMUNITY PET HOSPITAL PC	K-9 vaccines	77.00
COREN PRINTING INC	Printing services	403.97
CORKAT DATA SOLUTIONS LLC	Monthly IT support & computer equipment	55,223.79
DANA KEPNER CO	Water meter supplies	13,976.10
DENVER METRO CHAMBER OF COMMERCE	Chamber membership	25,000.00
DENVER REGIONAL COUNCIL OF GOVERNMENTS	Membership dues	2,950.00
DERRICK SCHMIDT	Uniform reimbursement for department	279.00
DISSCO	Cold patch supplies	893.20
DNI HEATING AC REFRIGERATION	Maintenance & service	812.89
DOOLEY ENTERPRISES INC	Police equipment	19,991.11
DOWNTOWN COLORADO INC (DCI)	Downtown Revitalization CIP	5,000.00
DVL GROUP INC	Generator repair	567.00
EDEN K9 CONSULTING & TRAINING CORP	KATS membership	348.00
ELDORADO ARTESIAN SPRINGS INC	Water delivery service	99.50
ELEMENT WATER CONSULTING INC	Water Engineering Services	35,741.25
ELEVATED CLOUD SERVICES LLC	Microsoft 365 G3 subscription/ESRI & GIS Hosting	775.00
ELITE HOOD CLEANING & FIRE PROTECTION CO	Hood cleaning	830.00
EMPLOYERS COUNCIL SERVICES INC	Organization training/Employment posters	13,250.00
ENTENMANN-ROVIN CO	Police badges	402.75

Town of Frederick - List of Bills
January 27, 2023 - February 23, 2023

ENTERPRISE FM TRUST	Vehicle lease program	82,529.76
ENVIROTECH SERVICES, INC.	Ice slicer	13,933.08
EON OFFICE	Office supplies	58.04
ERIC SHELEY	Mileage reimbursement	35.66
EXPRESS SERVICES INC	Admin Assistant - Temp Employee	836.63
FACTORY MOTOR PARTS CO	Vehicle and equipment parts	1,218.11
FAIRFIELD AND WOODS PC	Legal services	18,036.00
FERGUSON ENTERPRISES LLC	Mueller hydrant parts	894.94
FLASHVOTE	FlashVote services renewal	5,900.00
FORSGREN ASSOCIATES INC	Portable Water Infrastructure Master Plan	18,778.25
FP MAILING SOLUTIONS	Qrtly. payment for meter rental	135.00
FREDERICK FIRESTONE FIRE PROTECTION DIST	EOC & EMC Support costs/URA TIF revenue	122,545.65
FREEDOM MAILING SERVICES LLC	Monthly statement mailing and postage	3,200.76
FRONT RANGE COMMUNITY COLLEGE	LTAP Roadway Safety & Work Zone Control	350.00
FRONT RANGE METALWORKS LLC	Kubota plow repair	200.00
FRONTIER PRECISION INC	Shipping cost	50.00
G & G EQUIPMENT INC	Plow stock parts	151.08
GREEN MILL SPORTMAN'S CLUB	Range use	150.00
GREEN MOUNTAIN PROMOTIONS	Logo items	847.39
HACH COMPANY	Water testing supplies	230.56
HAMILTON LINEN	Linen service for restaurant	1,001.56
HIGH PLAINS LIBRARY DISTRICT	URA TIF revenue sharing	75,807.37
HOME DEPOT CREDIT SERVICES	Supplies	156.69
HUSKY SIGNS & GRAPHICS INC	Graphic installation/number decals	1,305.92
HYDROLOGIK LLC	Verizon Cellular airtime	90.00
INSIGHT AUTO GLASS LLC	Windshield replacement	1,753.61
JAIME BROWER PSYCHOLOGICAL SERVICES	Counseling services	637.50
JAMES BRADLEY LEACH	Reimbursement for training expenses	50.08
JOSEPH ELLIOTT USA LLC	Promotional golf items	678.27
KAISER PREMIER LLC	Hydro Excavator	565,765.00
KANSAS GOLF AND TURF INC	Parts for equipment repair	1,367.91
KENZ & LESLIE DISTRIBUTING CO	Vehicle maintenance supplies	664.80
KEVIN ASH	Reimbursement for Department lunch	208.18
KIM STRONG	Reimbursement for restaurant supplies	15.07
KISSINGER & FELLMAN PC	Legal services	607.50
KP & ASSOCIATES	Retail Consulting Services	2,400.00
KYLE A RICHARDS	BOT meeting	75.00
L.L. JOHNSON DISTRIBUTING COMPANY	Irrigation supplies	3,200.99
LEFT HAND WATER DISTRICT	Rinn Valley irrigation	70.46
LEXISNEXIS RISK DATA MANAGEMENT	Lumen subscription fee	4,015.00
LIFE FELLOWSHIP OF FREDERICK	Special Event deposit refund	500.00
LIGHTING, ACCESSORY & WARNING SYSTEMS LL	Vehicle equipment	579.62
LUMIN8 TRANSPORTATION TECHNOLOGIES LLC	Monthly maintenance fee	236.25
MASEK GOLF CAR COMPANY	Parts for equipment maintenance	50.50
MATTHEW BENDER & CO INC	Colorado revised statutes	40.44
MIKE RICHMOND	DOT Physical reimbursement	250.00
MITEL	Phone service for town buildings	3,654.42
NATIONAL BUSINESS FURNITURE LLC	Office furniture	9,007.89
NORTHERN CO. WATER CONSERVANCY DISTRICT	Windy Gap annual billing/URA TIF revenue	182,851.00
NORTHERN ENGINEERING SERVICES	Shrek Subdivision Property Descriptions	550.00
OLD COUNTRY WOOD WORKER	Award plaques	325.00
ONSOLVE LLC	CodeRED renewal	7,740.23
O'REILLY AUTOMOTIVE INC	Maintenance supplies	66.23
PAR WEST TURF SERVICES INC	Signs for golf course	155.94
PAUL C BENEDETTI	Legal services	510.00
POLICE AND SHERIFFS PRESS INC	Photo IDs	54.20

Town of Frederick - List of Bills
January 27, 2023 - February 23, 2023

POLICE EXECUTIVE RESEARCH FORUM	Membership dues	200.00
PRO GOLF REPAIR LLC	Pro Golf services	747.00
RAMEY ENVIRONMENTAL COMPLIANCE	ORC Services Distribution System	108.00
REDI SERVICES LLC	Porta john services	395.00
REPUBLIC NATIONAL DISTRIBUTING CO LLC	Restaurant supplies	425.00
RESOURCE CENTRAL	Water conservation programs	10,000.00
RICK ENGINEERING COMPANY - COLORADO	Frederick Comprehensive Plan	13,468.84
ROADWAY ASSET SERVICES LLC	Pavement analysis and Consulting services	2,400.40
ROCKY MOUNTAIN INTEGRATORS INC	Security door system install	6,210.00
SAFEBUILT COLORADO LLC	2021/2022 Inspection Services	6,600.00
SAFEWAY	Supplies	210.56
SAM'S CLUB / GECRB	Supplies	566.54
SARAH WATSON	Reimbursement for convention registration	725.00
SHRED VAULT COLORADO LLC	Document shredding	155.00
SMITH ENVIRONMENTAL & ENGINEERING	Phase II ESA/Frederick GW Impacts study	59,421.45
SPOT ON SOUND PRODUCTIONS	Miners Day bands, sound and stage deposit	9,625.00
SRIXON CLEVELAND GOLF XXIO	Demo golf clubs	145.51
ST VRAIN SANITATION DISTRICT	URA TIF revenue sharing	10,130.03
ST VRAIN VALLEY SCHOOL DISTRICT	URA TIF revenue sharing	753,794.57
STAPLES ADVANTAGE	Office supplies	1,030.48
STEVE JOHNSON	Tool allowance	457.00
STEVE L SMITH	Tool allowance	151.27
STREET COP TRAINING LLC	Training	249.00
STRIGLOS COMPANIES, INC.	Adobe Pro subscription	60.00
SWIRE COCA-COLA USA	Beverage supplies for restaurant	285.35
TAYLOR MADE GOLF COMPANY	Golf shop merchandise	2,598.80
TELOS ONLINE INC	Back up link	75.00
THE SHERWIN-WILLIAMS CO	Supplies	53.24
TLO LLC	Investigation fees	110.00
TOUR EDGE	Golf merchandise	148.00
TRACTOR SUPPLY CREDIT PLAN	Repair parts	46.97
TRANSWEST TRUCK	Parts	21.15
TRT CONSTRUCTION	Town Hall remodel	13,000.00
TWIN PEAKS GARAGE DOORS LLC	Garage door repairs	189.00
TYLER TECHNOLOGIES	Insite transaction fees	14,791.35
U.S. POSTAL SERVICE (CMRS-FP)	Postage for meter machine	500.00
UNITED POWER	Electric utility	7,700.32
UNIVERSITY AUTO PARTS INC	Parts and supplies	1,567.73
UPPER CASE PRINTING, INK.	Newsletter printing	1,238.02
UPSTATE COLORADO ECONOMIC DEVELOPMENT	Annual Community Partners Investment	15,000.00
US FOODS INC	Restaurant supplies	7,952.07
VERIZON WIRELESS	PD MDTs and cell phones	3,043.57
VOLVIK	Driving range balls	5,045.91
WEAR PARTS & EQUIPMENT CO INC	Replacement parts	12,926.96
WELD COUNTY	URA TIF revenue sharing	88,920.81
WEX BANK	Fuel	855.65
WTC-WICKHAM TRACTOR CO	Kubota repair	10,310.07
WYNDHAM HILL METRO DIST NO.3	Wyndham Hill URA TIF revenue sharing	4,799.26
		2,521,386.05



TOWN OF FREDERICK

Board of Trustees

Action Memorandum

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

Tracie Crites, Mayor

Chad teVelde, Trustee
Kevin Brown, Trustee
Windi Padia, Trustee

TO RATIFY DESIGNATING THE TOWN OF FREDERICK FUTURE LAND USE MAP AS THE THREE-MILE PLAN

Agenda Date: Town Board Meeting – March 14, 2023

Attachments:

- a. Planning Commission Meeting Minutes 03/02/2023
- b. PCR-2023-02A
- c. Comprehensive Plan Map

Finance Review: _____
Finance Director

Submitted by: _____
Maureen Welsh
Planner II

Approved for Presentation: _____
Bryan Ostler
Town Manager

☐ Quasi-Judicial

☐ Legislative

☒ Administrative

Strategic Plan Alignment:



Community and Economic Vitality: Frederick is a community that fosters economic, recreational, cultural, and environmental vitality and builds upon and enhances a variety of economic opportunities.

Summary Statement:

In March 2008, the Town of Frederick designated the Town of Frederick Comprehensive Plan Map as the Town's official three-mile plan with Resolution 08-R-017. This designation complies with Colorado Revised Statute 31-12-105.

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As required by State Statute, the Town must designate a three-mile plan to be followed during the annexation process. The plan must be designated and updated annually. The Town has historically used the Comprehensive Plan Map's Future Land Use Map as its three-mile plan.

Detail of Issue/Request:

In 1987, the Colorado State Legislature made significant changes to the State's annexation law. The most significant being the three-mile plan adoption requirement which limits municipal annexations to no more than three-miles beyond a boundary line in any given year. The Legislature requires that prior to the final adoption of an annexation ordinance within the three-mile boundary, the municipality shall have a three-mile plan in place that must be reviewed and adopted annually. Comprehensive Plans cover the required elements of a three-mile plan; therefore, the Town of Frederick has historically designated their Future Land Use Map from the Comprehensive Plan as their three-mile plan.

The overall goal of adopting a three-mile plan prior to annexing property is to ensure that services within the newly annexed territory can be adequately provided.

The Town of Frederick originally adopted the Town of Frederick Comprehensive Plan Map on April 20, 2006 and it functioned as the Town's three-mile plan until its formal designation through resolution in March of 2008. Since then, resolutions have been adopted annually to continue the designation of the Comprehensive Plan Map's Future Land Use Map as the three-mile plan. If the Board of Trustees so chooses to ratify the 2023 resolution, it will extend the designation until 2024.

With the Town's intent to amend the Comprehensive Plan in the upcoming year, the three-mile plan will refer to the most current version of the plan for the Planning Commission and Board of Trustees to consider at that time.

Public Notice:

This project was properly noticed according to the requirements of Section 4.5 of the Frederick Land Use Code. No public input has been received.

Planning Commission:

This project was presented to the Planning Commission at their March 2, 2023 meeting. The Commission unanimously approved the request.

Legal Comments:

Not Applicable.

Alternatives/Options:

Motion to Ratify:

I move that the Board of Trustees ratify the Planning Commission's March 2, 2023 approval of Designating the Town of Frederick Future Land Use Map as the three-mile plan; and to direct the Town Attorney to memorialize this ratification as a resolution for prompt execution by Mayor Crites without further action of the Board.

Motion to Not Ratify:

I move that the Board of Trustees not ratify the Planning Commission's March 2, 2023 approval of Designating the Town of Frederick Future Land Use Map as the three-mile plan; and to direct the Town Attorney to reduce this motion to writing for prompt execution by Mayor Crites without further action of the Board.

Financial Considerations:

Not Applicable.

Staff Recommendation:

Staff recommends the Board of Trustees ratify the decision of the Planning Commission.



401 Locust Street • P.O. Box 435 • Frederick, CO
80530-0435

Phone: (720) 382-5500 • Fax: (720) 382-5520

www.frederickco.gov

MINUTES
TOWN OF FREDERICK
PLANNING COMMISSION
MEETING CONDUCTED IN PERSON AND VIA ZOOM
MARCH 2, 2023
6:00 PM

CALL TO ORDER: At 6:04 p.m., Chairperson Moe called the meeting to order and requested roll call.

ROLL CALL:

- Present: Chairperson Moe, Commissioner Kelley, Commissioner Scott, Vice Chair Conroy, Commissioner Sammartino.
- Staff: Planning Manager Ali van Deutekom, Land Use Attorney Christine Francescani, Planner Maureen Welsh, and Assistant Town Clerk Emily Nitcher.

APPROVAL OF AGENDA:

APPROVAL OF JANUARY 5, 2023 MINUTES:

Motion by Commissioner Kelley and seconded by Commissioner Sammartino to approve the January 5, 2023 Minutes.

Upon roll call vote, motion passed unanimously, 5 to 0.

CONSIDERATION TO ADOPT THE TOWN OF FREDERICK FUTURE LAND USE MAP AS THE 3-MILE PLAN :

Planner Maureen Welsh and presented the consideration to adopt the town of Frederick future land use map as the 3-mile plan.

Chairperson Moe, questioned how the 3 mile plan would impact the future of the town and when would the revamped version be presented to the commissioners.

Planning Manager Ali van Deutekom explained that the comp plan update would be finished early next year, and the 3-mile plan next year should have the new map.

Motion by Vice Chair Conroy and seconded by Commissioner Kelley to adopt the Town of Frederick future land use map as the 3-mile plan.

Upon roll call vote, motion passed unanimously, 5 to 0.

OTHER BUSINESS:

Planning Commission Bylaws:

Built on What Matters.

The commissioners are encouraged by staff to look over the draft of the planning commission bylaws and provide comments to Planning Manager Ali van Deutekom.

Commissioner Kelley questioned why this draft was less wordy than the previous drafts. Land use attorney Christine Francescani suggested that if the commissioners find that items have been left out, to bring them to Staff's attention so that they can be addressed.

Upcoming Meetings:

Chairperson Moe asked if there were any joint meetings with the Board of Trustees in the future. Vice Chair Conroy stated that she believed that there were 3 upcoming joint meetings.

Alternate Commissioners:

Chairperson Moe asked if the alternate commissioners were able to come to meetings to participate, but not vote, when there was a quorum. She also asked if a alternate was able to vote if there was an absence and quorum, or if alternates were only able to vote if there was not a quorum.

Commissioner Kelley would like the threshold of the alternate vote to be in the bylaws.

There being no further business of the Planning Commission, Chairperson Moe adjourned the meeting at 6:27 p.m.

Approved by the Planning Commission:

Tracy Moe, Chairperson

ATTEST:

Emily Nitcher, Secretary to Planning Commission

**A Resolution of the Planning Commission Affirming the Town of Frederick
Future Land Use Map as the Three-Mile Plan**

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

Section 1. The Frederick Planning Commission finds that:

1.1 C.R.S. § 31-12-105(1)(e) authorizes municipalities to create a “three-mile plan” for the area up to three miles offset from their municipal boundaries, within which they may annex property.

1.2 C.R.S. § 31-12-105(1)(e)(I) provides in pertinent part: “Prior to completion of any annexation within the three-mile area, the municipality shall have in place a plan for that area that generally describes the proposed location, character, and extent of streets, subways, bridges, waterways, waterfronts, parkways, playgrounds, squares, parks, aviation fields, other public ways, grounds, open spaces, public utilities, and terminals for water, light, sanitation, transportation, and power to be provided by the municipality and the proposed land uses for the area. Such plan shall be updated at least once annually.”

1.3 C.R.S. § 31-23-206 requires the Planning Commission to create a master plan for the physical development of the Town, which may include areas outside of the Town.

1.4 The Planning Commission is authorized to approve and amend, from time to time, both the three-mile plan and the master plan.

1.5 In order to preserve the community’s continuous boundary, the Land Use Plan provides a suitable basis for the three-mile plan.

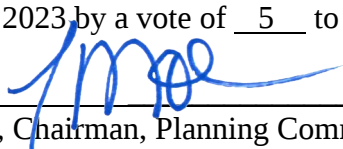
Section 2.

2.1 A public hearing was held and the public was able to provide testimony.

2.2 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 designation of the Town of Frederick Comprehensive Plan Map as the Town’s Three-Mile Plan.

This resolution approved this 2nd day of March, 2023 by a vote of 5 to 0.



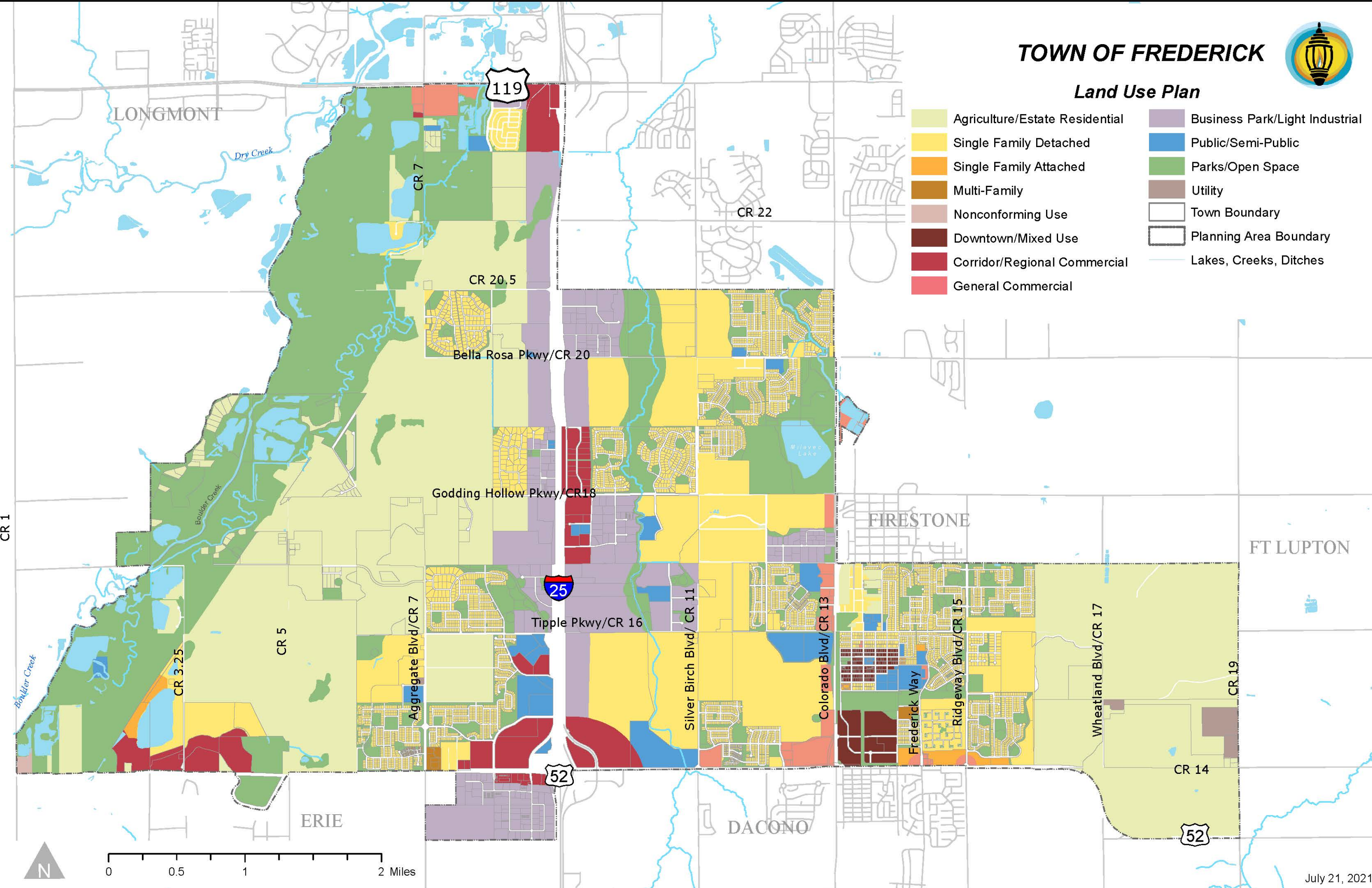
Tracy Moe, Chairman, Planning Commission

TOWN OF FREDERICK



Land Use Plan

- | | |
|--------------------------------|--------------------------------|
| Agriculture/Estate Residential | Business Park/Light Industrial |
| Single Family Detached | Public/Semi-Public |
| Single Family Attached | Parks/Open Space |
| Multi-Family | Utility |
| Nonconforming Use | Town Boundary |
| Downtown/Mixed Use | Planning Area Boundary |
| Corridor/Regional Commercial | Lakes, Creeks, Ditches |
| General Commercial | |





TOWN OF FREDERICK

Board of Trustees

Action Memorandum

Tracie Crites, Mayor

Dan March, Trustee
Mark Lamach, Trustee
Kevin Brown, Trustee

Adam Mahan, Trustee
Windi Padia, Trustee
Chad teVelde, Trustee

Consider Awarding a Contract for the 2023 Concrete and Alleyway Maintenance Program Project

Agenda Date: Town Board Meeting – March 14, 2023

Attachments:

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

Finance Review: _____
Administrative Services

Submitted by: Jason Berg
Civil Engineer, EI

Approved for Presentation: Bryan Ostler
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 2023 Concrete and Alleyway Maintenance Program Project were opened on March 3, 2023 and staff is providing a recommendation for the award of this project to the lowest responsible bidder.

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 improving downtown infrastructure. Following completion of this year's project, it will conclude the Concrete and Alleyway Maintenance Program. 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. of This year's project includes the final two downtown alleyway segments and are 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 6, 2023 and advertised two consecutive weeks. The bid opening was March 3, 2023. Nine accepted bids meeting submission requirements of the Town were accepted; staff reviewed the bids, each of the contractor's qualifications, and contacted references. Through this process it was determined that the low bidder did not fully understand and would not be able to meet the requirements of the Town for survey and design of the alleyways. As such, their bid submission was removed from consideration.

Staff is recommending this contract award to Jags Enterprises, Inc. as the lowest responsible bidder.

Legal Comments:

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 \$155,738.25 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 Jags Enterprises, Inc. and approve the attached Resolution.

Town of Frederick

2023 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. 23-R-11**

**A RESOLUTION OF THE TOWN OF FREDERICK, COLORADO, TO AWARD
A CONTRACT FOR THE 2023 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 2023 Concrete and Alleyway Maintenance Program; and,

WHEREAS, the Board of Trustees finds that the lowest responsible bidder for this contract award is Jags Enterprises, 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 Jags Enterprises, Inc. in the amount of \$155,738.25 as the lowest responsible bid for the 2023 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 ____TH DAY OF _____,
2023.**

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, Trustee
Mark Lamach, Trustee
Kevin Brown, Trustee

Adam Mahan, Trustee
Windi Padia, Trustee
Chad teVelde, Trustee

Consider Awarding a Contract for the 2023 Seal Project - Pavement Maintenance Program Project

Agenda Date: Town Board Meeting – March 14, 2023

Attachments:

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

Finance Review: _____
Administrative Services

Submitted by: Jason Berg
Civil Engineer, EI

Approved for Presentation: Bryan Ostler
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 2023 Seal Project - Pavement Maintenance Program Project were opened on March 1, 2023 and staff is providing a recommendation for the award of this project to the lowest responsible bidder.

Detail of Issue/Request:

The Town Engineering Department and Public Works use a Pavement Management System to assist in the evaluation of pavement condition, serviceable life and maintenance strategies for Town owned

Built on What Matters.

roads. A Pavement Management System is a set of tools that includes pavement evaluation, software and engineering judgment to budget and plan for maintenance and rehabilitation projects to help minimize costs while improving overall pavement conditions. With this, staff has identified areas within the Town of Frederick requiring pavement maintenance as part of the continuing effort to maintain and improve a critical part of the overall community infrastructure of the Town. The maintenance of asphalt pavement will preserve integrity and expand the life of the roadway preventing more drastic and costly maintenance treatment methods in the future. This year's project will involve the application of crack seal, mastic crack seal and slurry seal to Town roadways in the areas identified as part of the project maps included within your packet.

Slurry sealing involves the applications of a single thin layer of asphaltic oil emulsion and coarse, sandy aggregate to the entire street. The slurry seal application provides a new surface with improved skid-resistance while extending the life of the roadway.

The Invitation to Bid was issued February 6, 2023 and advertised two consecutive weeks. The bid opening was March 1, 2023. Two bids were received; staff reviewed the bids, each of the contractor's qualifications and contacted references.

Staff is recommending this contract award to Vance Brothers, Inc. as the lowest qualified bidder.

Legal Comments:

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:

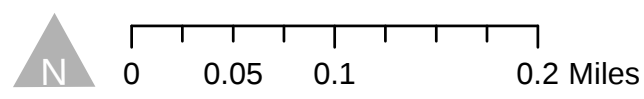
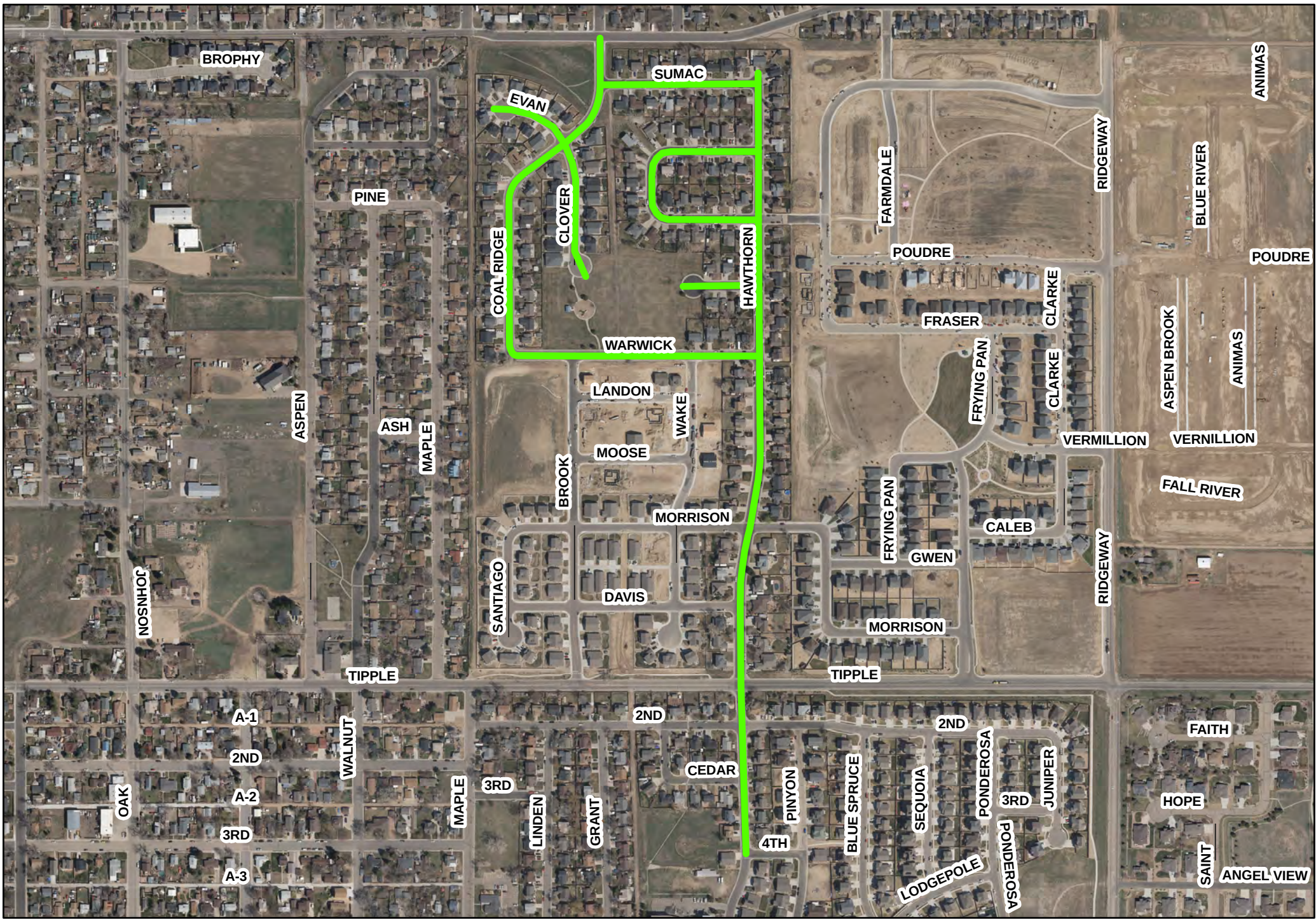
The project amount of \$652,744 for these maintenance improvements has been budgeted for within the Capital Improvement Project (CIP) Fund.

Staff Recommendation:

Staff recommends that the Board award the contract to Vance Brothers, Inc. and approve the attached Resolution.

Bid Summary
Frederick 2023 Seal Project - Pavement Maintenance Program

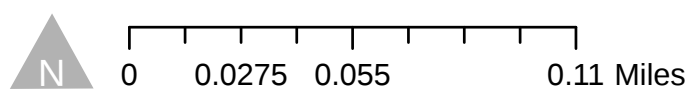
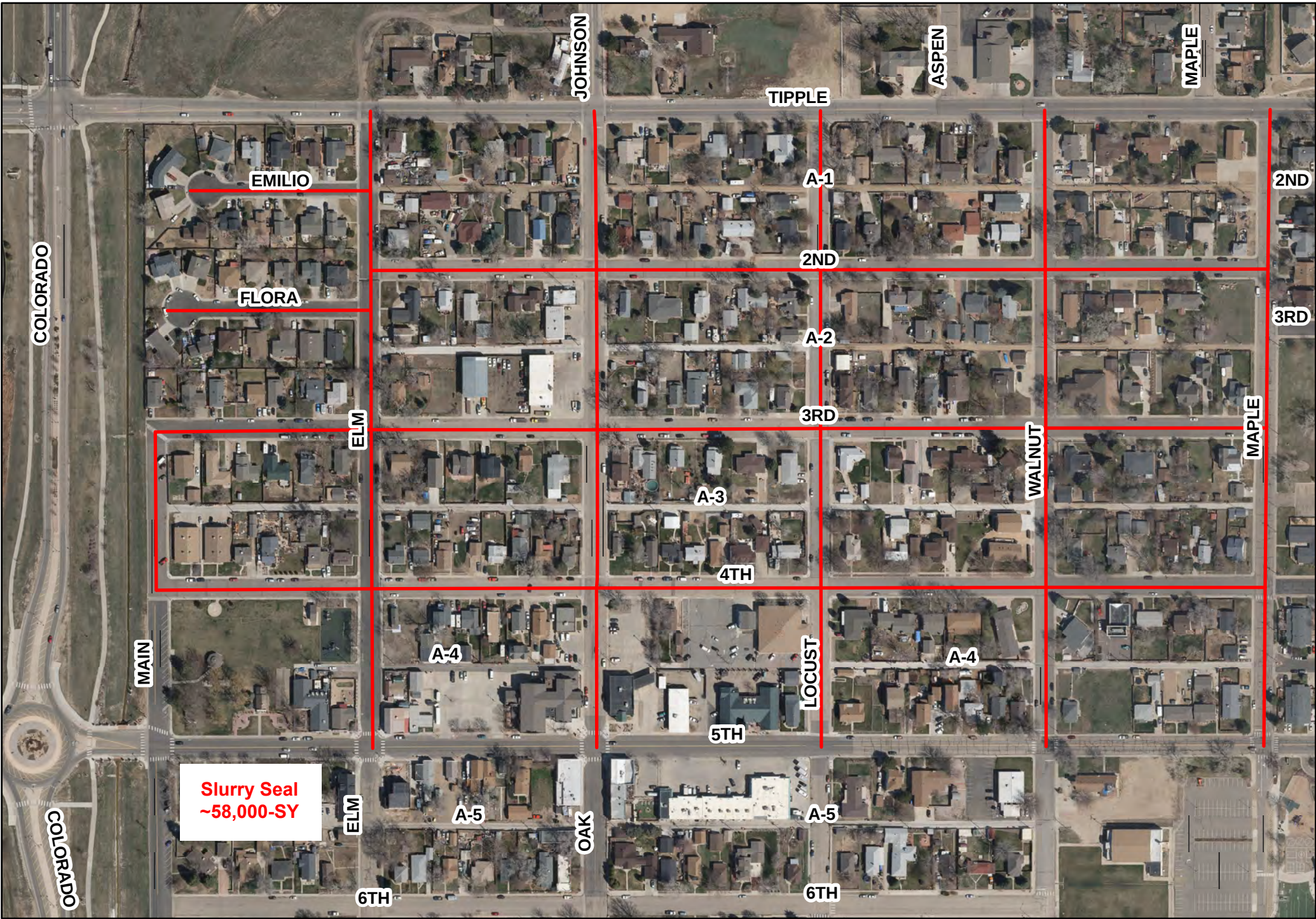
BID SCHEDULE				Vance Brothers, Inc		A-1 Chipseal Company	
Item		Unit	Quantity	Cost	Extension	Cost	Extension
Site Work							
1	Mobilization	LS	1	\$ 30,000.00	\$ 30,000.00	\$ 35,000.00	\$ 35,000.00
2	Traffic Control	LS	1	\$ 35,500.00	\$ 35,500.00	\$ 55,000.00	\$ 55,000.00
3	Crack Seal	TON	40	\$ 4,150.00	\$ 166,000.00	\$ 5,600.00	\$ 224,000.00
4	Crack Seal - Mastic	TON	20	\$ 4,450.00	\$ 89,000.00	\$ 5,800.00	\$ 116,000.00
5	Patching (HBP)(GR SG, S and SX)(PG 64-22)	TON	400	\$ 255.00	\$ 102,000.00	\$ 350.00	\$ 140,000.00
6	Slurry Seal (Type II)	SY	80,800	\$ 2.70	\$ 218,160.00	\$ 2.98	\$ 240,784.00
7	Striping (Epoxy Paint)	LF	1	\$ 8,500.00	\$ 8,500.00	\$ 6,800.00	\$ 6,800.00
8	Thermoplastic Pavement Markings	SF	256	\$ 14.00	\$ 3,584.00	\$ 40.00	\$ 10,240.00
Total Project Cost:					\$ 652,744.00		\$ 827,824.00



Coalridge Estates

TOWN OF FREDERICK

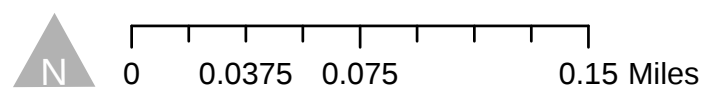
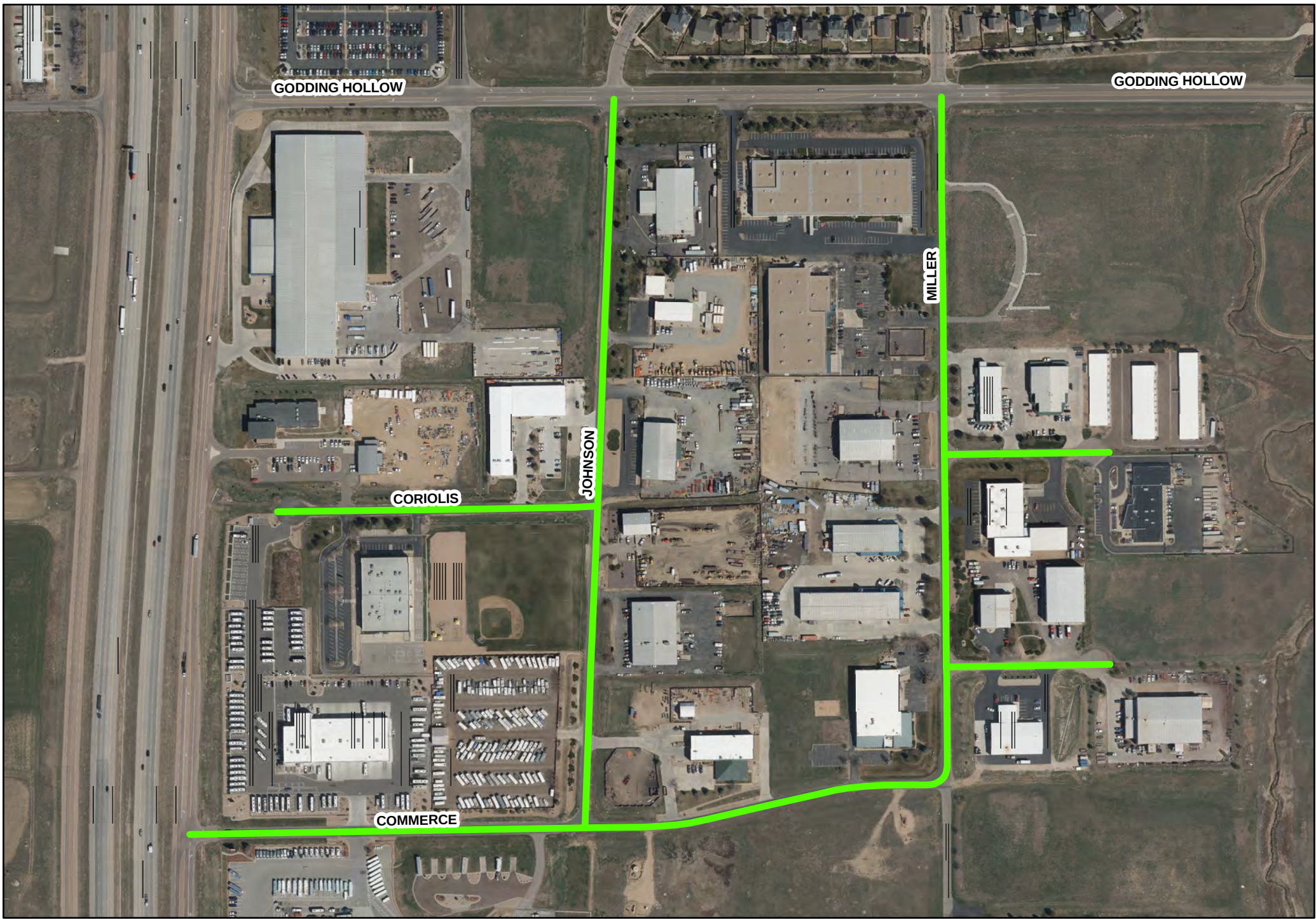




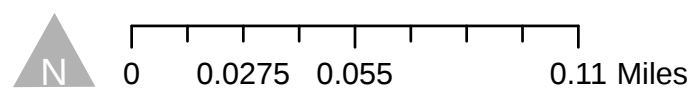
Downtown

TOWN OF FREDERICK





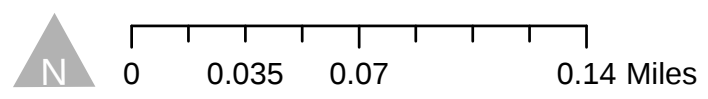
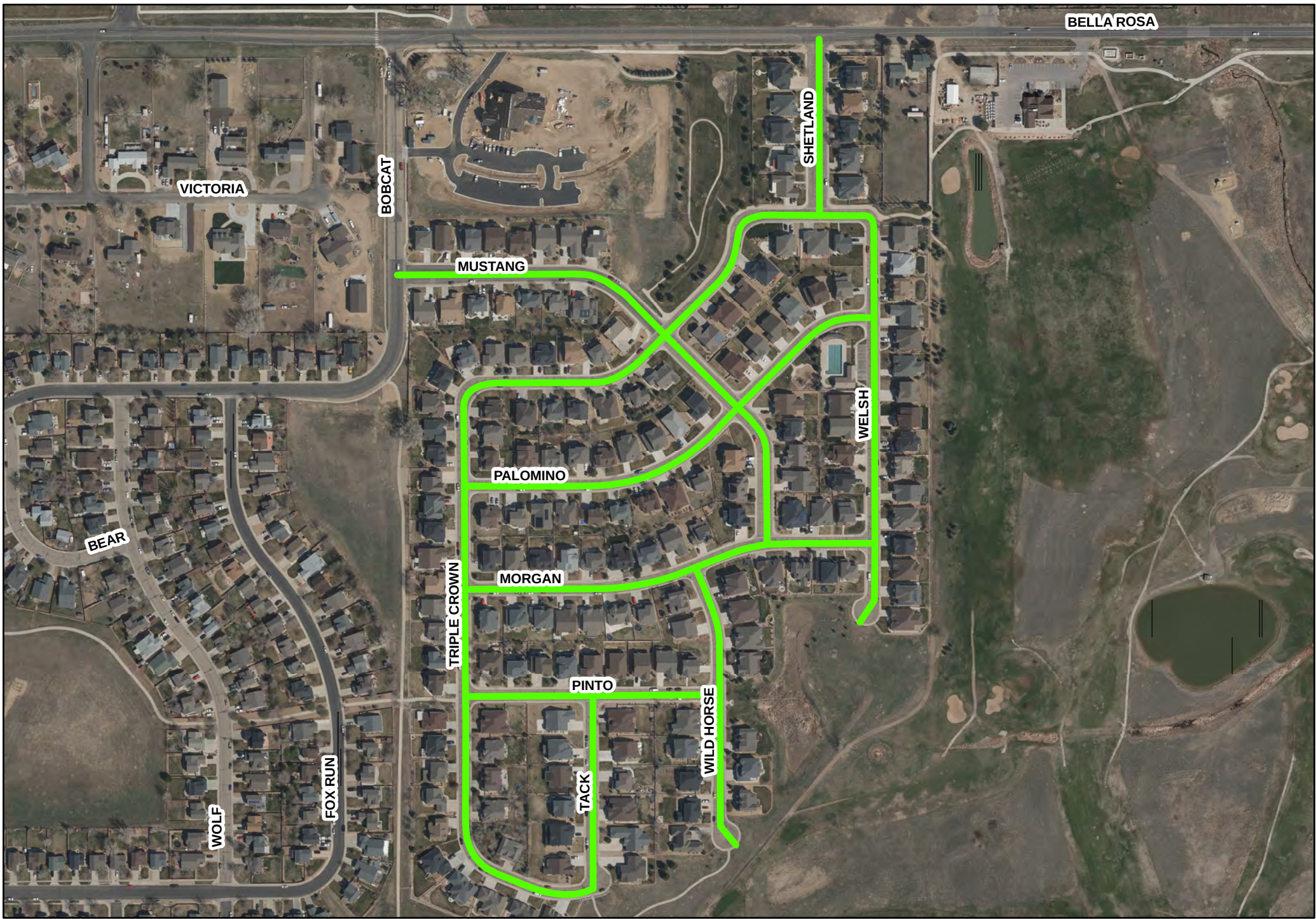
Frederick West Business Park



Meadowlark Business Park

TOWN OF FREDERICK





Moore Farm

Slurry Seal
~58,000-SY

EMILIO

FLORA

3RD

ELM

4TH

A-4

JOHNSON

TIPPLE

A-1

2ND

A-2

LOCUST

5TH

ASPEN

MAPLE

SANTIAGO

2ND

3RD

MAPLE

MAIN

OAK

WALNUT

A-4

A-5



0 0.0275 0.055 0.11 Miles

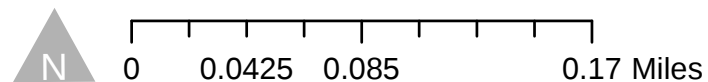
Old Town Frederick

TOWN OF FREDERICK





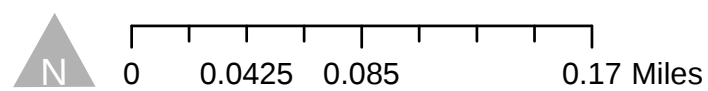
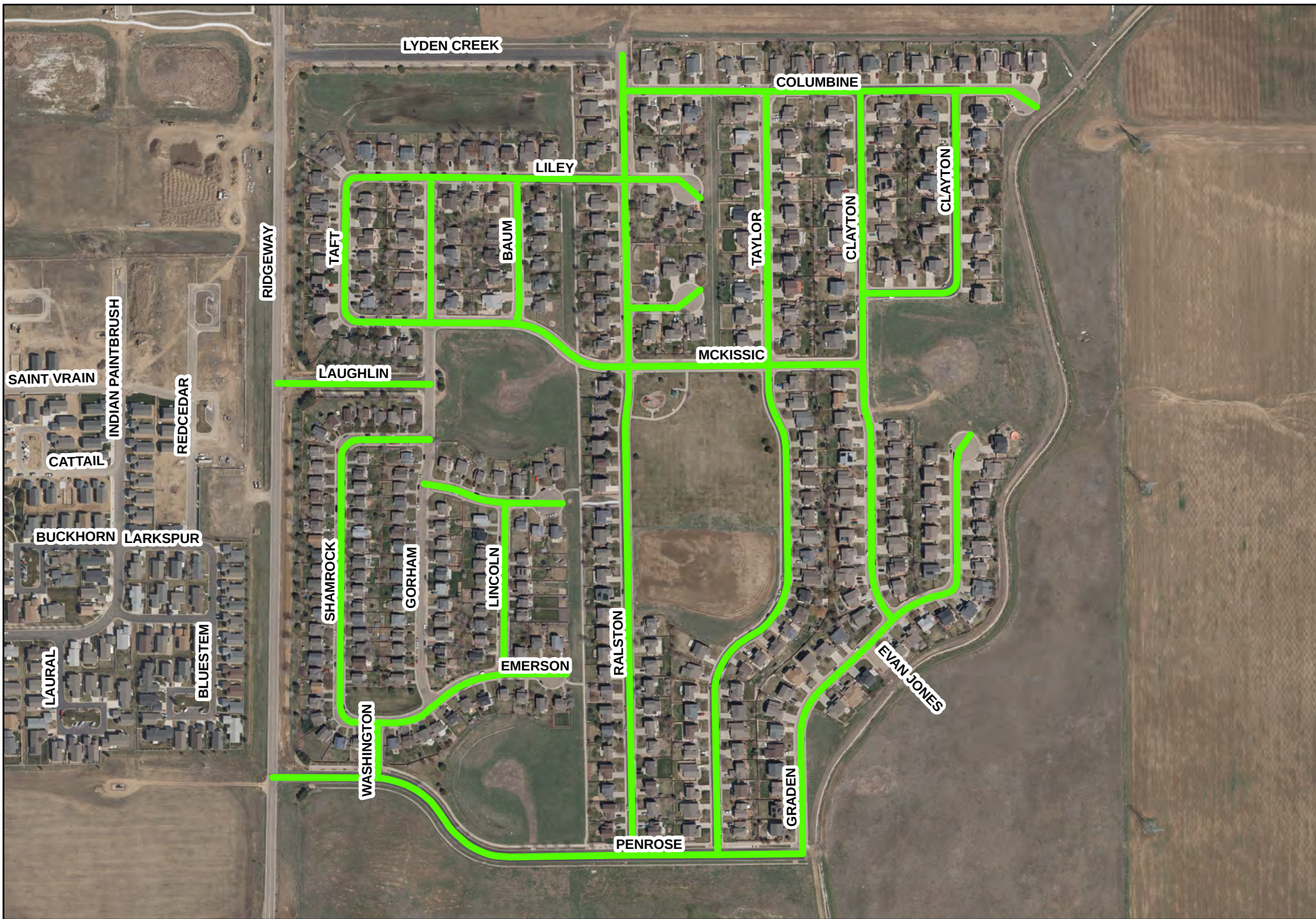
Slurry Seal
~23,000-SY



Raspberry Hill

TOWN OF FREDERICK

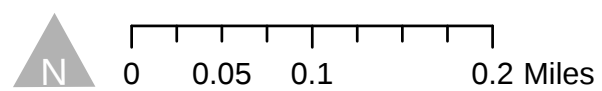
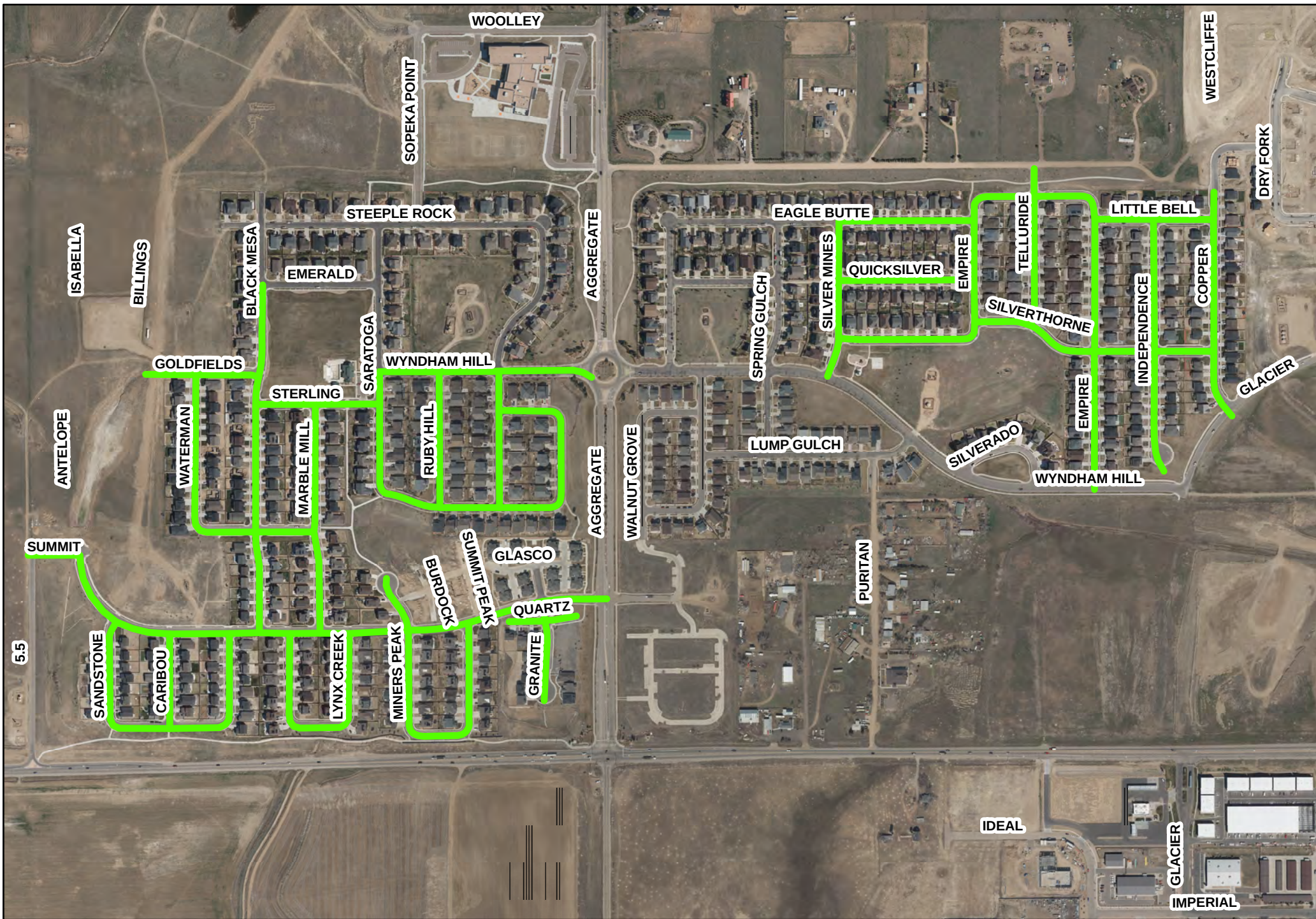




Savannah

TOWN OF FREDERICK





Wyndham Hill

**TOWN OF FREDERICK, COLORADO
RESOLUTION NO. 23-R-12**

**A RESOLUTION OF THE TOWN OF FREDERICK, COLORADO, TO AWARD
A CONTRACT FOR 2023 SEAL PROJECT-PAVEMENT 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 2023 Seal Project-Pavement Maintenance Program; and,

WHEREAS, the Board of Trustees finds that the lowest responsible bidder for this contract award is Vance Brothers, 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 Asphalt Specialties Company, Inc. in the amount of \$652,744.00 as the lowest responsible bid for the 2023 Seal Project-Pavement 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 14TH DAY OF MARCH, 2023.

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, Trustee
Mark Lamach, Trustee
Kevin Brown, Trustee

Adam Mahan, Trustee
Windi Padia, Trustee
Chad teVelde, Trustee

Consider Awarding a Contract for the 2023 Pavement Maintenance Program Project

Agenda Date: Town Board Meeting – March 14, 2023

Attachments:

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

Finance Review: _____
Administrative Services

Submitted by: Jason Berg
Civil Engineer, EI

Approved for Presentation: Bryan Ostler
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 2023 Pavement Maintenance Program were opened on March 1, 2023 and staff is providing a recommendation for the award of this project to the lowest responsible bidder.

Detail of Issue/Request:

The Town Engineering Department and Public Works use a Pavement Management System to assist in the evaluation of pavement condition, serviceable life and maintenance strategies for Town owned

Built on What Matters.

roads. A Pavement Management System is a set of tools that includes pavement evaluation, software and engineering judgment to budget and plan for maintenance and rehabilitation projects to help minimize costs while improving overall pavement conditions. With this, staff has identified areas within the Town of Frederick requiring pavement maintenance as part of the continuing effort to maintain and improve a critical part of the overall community infrastructure of the Town. The maintenance of asphalt pavement will preserve integrity and expand the life of the roadway preventing more drastic and costly maintenance treatment methods in the future. This year's project will involve asphalt patching, 1.5-inch mill & overlay, roadway striping and thermoplastic pavement markings in the areas identified as part of the project maps included within your packet.

The Invitation to Bid was issued February 6, 2023 and advertised two consecutive weeks. The bid opening was March 1, 2023. Ten accepted bids were received; staff reviewed the bids, each of the contractor's qualifications and contacted references.

Staff is recommending this contract award to Holcim-WCR, Inc. as the lowest qualified bidder.

Legal Comments:

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 \$395,240 for these maintenance improvements has been budgeted for within the Capital Improvement Project (CIP) Fund.

Staff Recommendation:

Staff recommends that the Board award the contract to Holcim-WCR, Inc. and approve the attached Resolution.

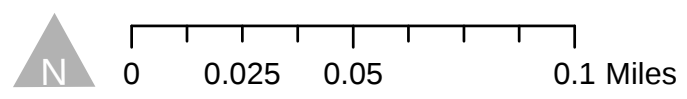
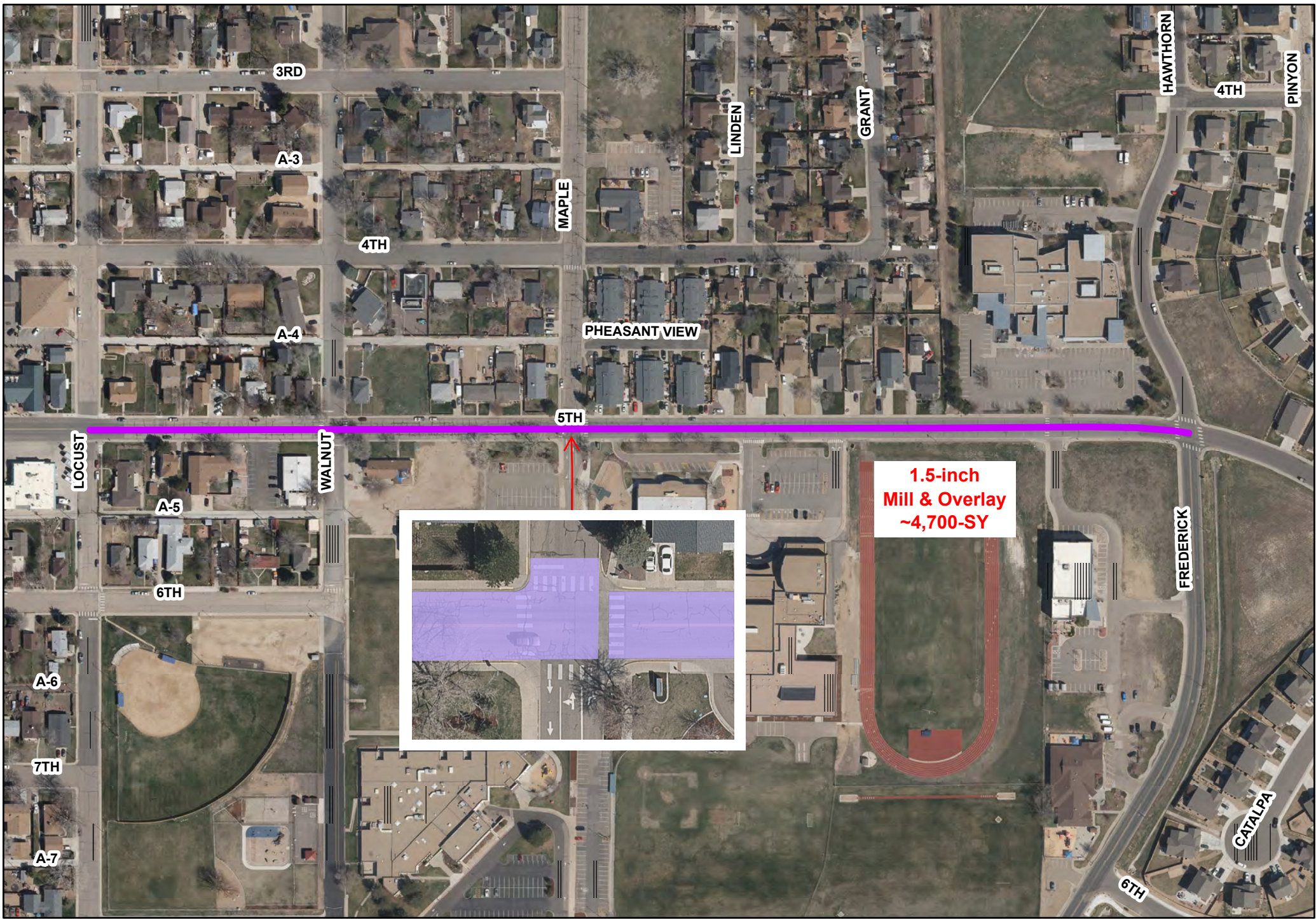
BID SCHEDULE				Alpine Civil Construction		Metro Pavers, Inc		Stone & Concrete, Inc		Brannon Sand and Gravel Company		APC Construction		All Pro Pavment		ESI		Holcim-WCR, Inc		Asphalt Specialties Company		McAtee Construction Company	
Item		Unit	Quantity	Cost	Extension	Cost	Extension	Cost	Extension	Cost	Extension	Cost	Extension	Cost	Extension	Cost	Extension	Cost	Extension	Cost	Extension	Cost	Extension
Site Work																							
1	Mobilization	LS	1	\$ 60,000.00	\$ 60,000.00	\$ 850.00	\$ 850.00	\$ 8,500.00	\$ 8,500.00	\$ 22,000.00	\$ 22,000.00	\$ 52,000.00	\$ 52,000.00	\$ 6,500.00	\$ 6,500.00	\$ 25,100.00	\$ 25,100.00	\$ 18,000.00	\$ 18,000.00	\$ 23,000.00	\$ 23,000.00	\$ 17,510.00	\$ 17,510.00
2	Traffic Control	LS	1	\$ 72,000.00	\$ 72,000.00	\$ 38,051.13	\$ 38,051.13	\$ 23,000.00	\$ 23,000.00	\$ 64,950.00	\$ 64,950.00	\$ 145,000.00	\$ 145,000.00	\$ 19,500.00	\$ 19,500.00	\$ 45,635.00	\$ 45,635.00	\$ 49,000.00	\$ 49,000.00	\$ 45,000.00	\$ 45,000.00	\$ 42,400.00	\$ 42,400.00
3	Patching (HBP)(GR SG, S and SX)(PG 64-22)	TON	600	\$ 203.00	\$ 121,800.00	\$ 202.11	\$ 121,266.00	\$ 175.00	\$ 105,000.00	\$ 200.00	\$ 120,000.00	\$ 255.00	\$ 153,000.00	\$ 218.00	\$ 130,800.00	\$ 163.65	\$ 98,190.00	\$ 130.00	\$ 78,000.00	\$ 197.50	\$ 118,500.00	\$ 199.40	\$ 119,640.00
4	Mill and Overlay (1.5-inch)(HBP)(GR SX)(PG 64-22)	TON	2,100	\$ 177.00	\$ 371,700.00	\$ 164.52	\$ 345,492.00	\$ 168.00	\$ 352,800.00	\$ 110.00	\$ 231,000.00	\$ 180.00	\$ 378,000.00	\$ 125.00	\$ 262,500.00	\$ 112.65	\$ 236,565.00	\$ 98.00	\$ 205,800.00	\$ 119.25	\$ 250,425.00	\$ 156.45	\$ 328,545.00
5	Striping (Epoxy)	GAL	28	\$ 350.00	\$ 9,800.00	\$ 665.89	\$ 18,644.92	\$ 700.00	\$ 19,600.00	\$ 250.00	\$ 7,000.00	\$ 400.00	\$ 11,200.00	\$ 280.50	\$ 7,854.00	\$ 241.00	\$ 6,748.00	\$ 430.00	\$ 12,040.00	\$ 225.00	\$ 6,300.00	\$ 526.00	\$ 14,728.00
6	Thermoplastic Pavement Markings	SF	1,080	\$ 20.00	\$ 21,600.00	\$ 25.60	\$ 27,648.00	\$ 17.00	\$ 18,360.00	\$ 18.50	\$ 19,980.00	\$ 16.00	\$ 17,280.00	\$ 105.00	\$ 18,900.00	\$ 18.10	\$ 19,548.00	\$ 30.00	\$ 32,400.00	\$ 17.00	\$ 18,360.00	\$ 14.50	\$ 2,610.00
Total Project Cost:					\$ 625,500.00		\$ 505,659.13		\$ 489,300.00		\$ 437,950.00		\$ 728,000.00		\$ 446,054.00		\$ 431,786.00		\$ 395,240.00		\$ 461,585.00		\$ 525,433.00

All Pro Pavment	
Cost	Extension
\$ 6,500.00	\$ 6,500.00
\$ 19,500.00	\$ 19,500.00
\$ 218.00	\$ 130,800.00
\$ 125.00	\$ 262,500.00
\$ 280.50	\$ 7,854.00
\$ 105.00	\$ 113,400.00
	\$ 540,554.00

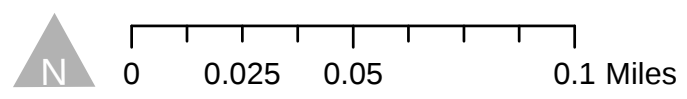
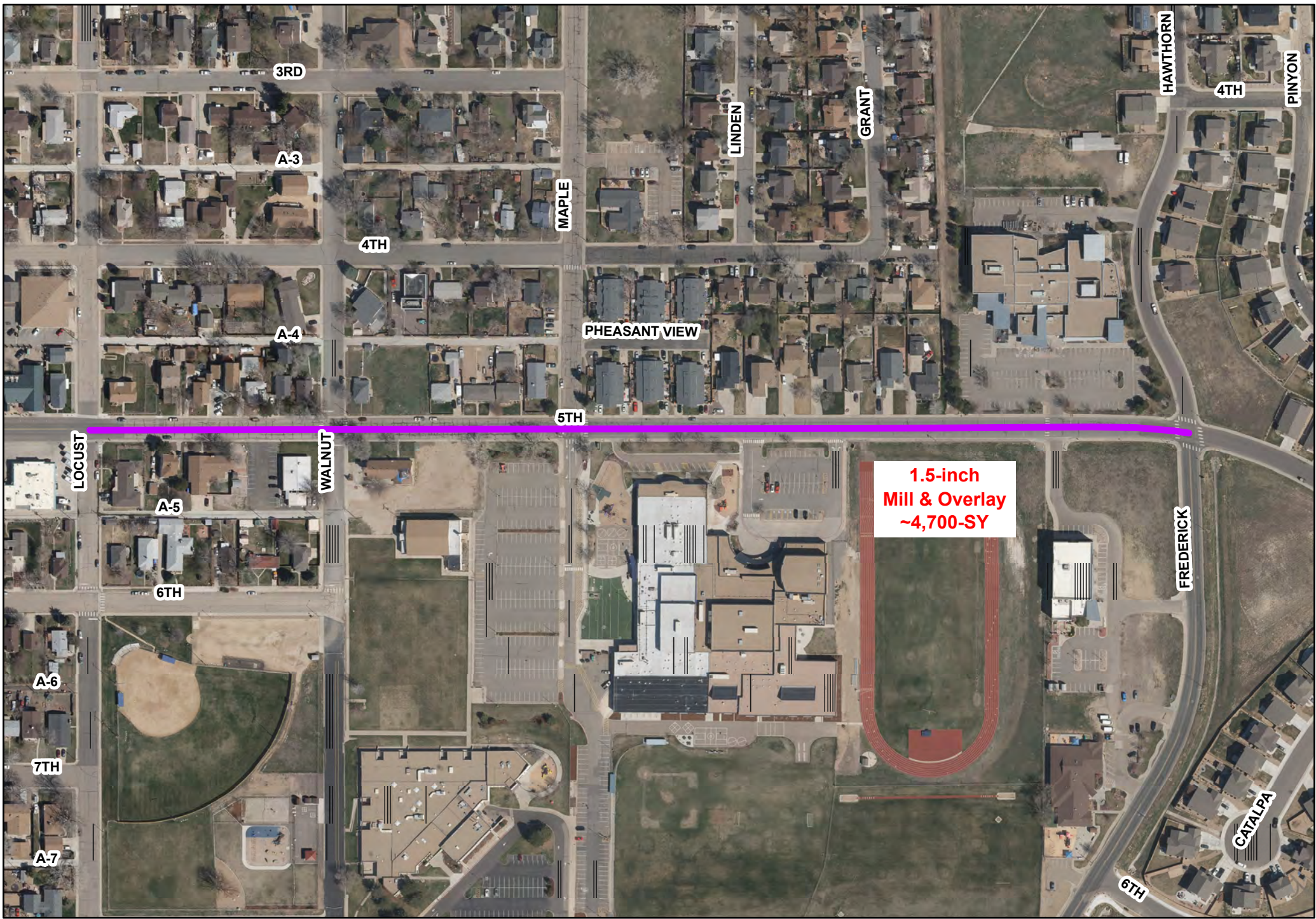
All Pro Pavment	
Cost	Extension
\$ 6,500.00	\$ 6,500.00
\$ 19,500.00	\$ 19,500.00
\$ 218.00	\$ 130,800.00
\$ 125.00	\$ 262,500.00
\$ 280.50	\$ 7,854.00
\$ 17.50	\$ 18,900.00
	\$ 446,054.00

McAtee Construction Company	
Cost	Extension
\$ 17,510.00	\$ 17,510.00
\$ 42,400.00	\$ 42,400.00
\$ 199.40	\$ 119,640.00
\$ 156.45	\$ 328,545.00
\$ 526.00	\$ 14,728.00
\$ 14.50	\$ 15,660.00
	\$ 538,483.00

McAtee Construction Company	
Cost	Extension
\$ 17,510.00	\$ 17,510.00
\$ 42,400.00	\$ 42,400.00
\$ 199.40	\$ 119,640.00
\$ 156.45	\$ 328,545.00
\$ 526.00	\$ 14,728.00
\$ 2.42	\$ 2,610.00
	\$ 525,433.00



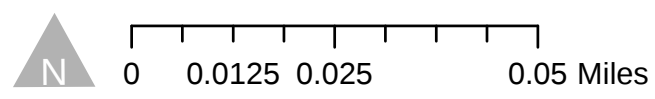
5th Street



5th Street

TOWN OF FREDERICK

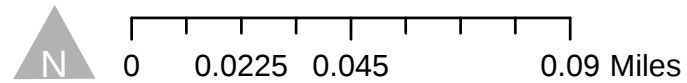




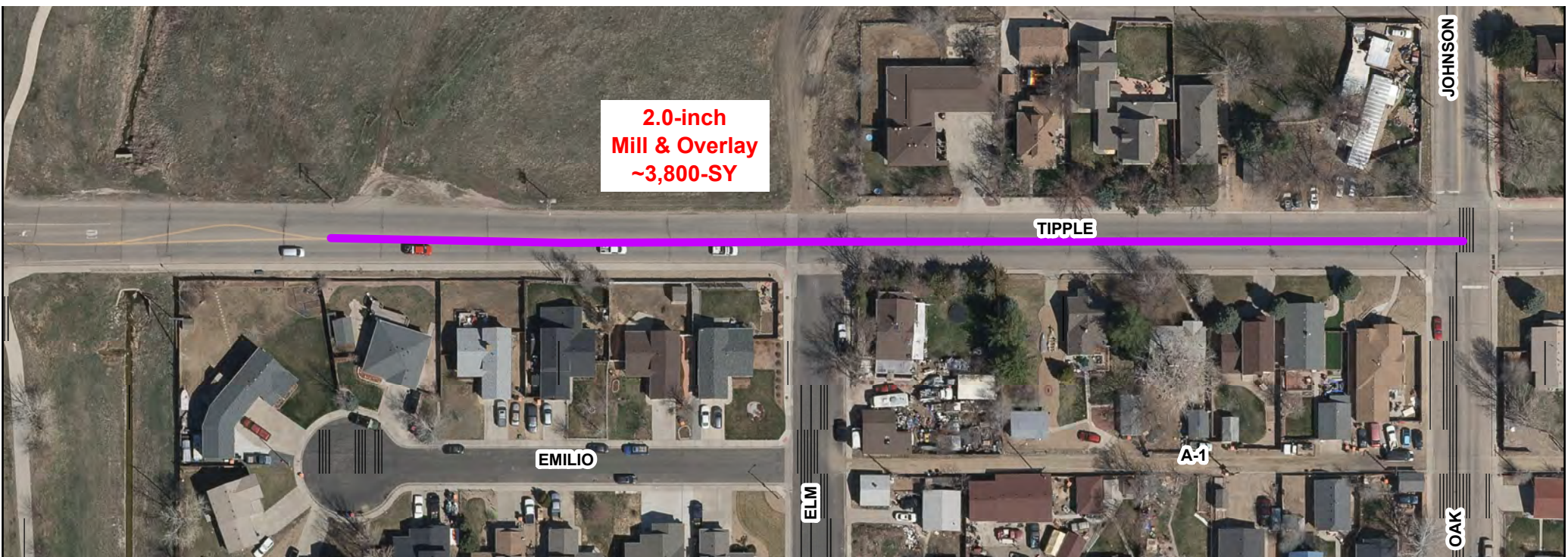
Raspberry Hill



**1.5-inch
Mill & Overlay
~3,500-SY**



Savannah



Tipple Parkway

TOWN OF FREDERICK



**TOWN OF FREDERICK, COLORADO
RESOLUTION NO. 23-R-13**

**A RESOLUTION OF THE TOWN OF FREDERICK, COLORADO, TO AWARD
A CONTRACT FOR 2023 PAVEMENT 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 2023 Pavement Maintenance Program; and,

WHEREAS, the Board of Trustees finds that the lowest responsible bidder for this contract award is Holcim-WCR, 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 Holcim-WCR, Inc. in the amount of \$395,240.00 as the lowest responsible bid for the 2023 Pavement 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 ____TH DAY OF _____,
2023.**

TOWN OF FREDERICK

By: _____
Tracie Crites, Mayor

ATTEST:

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



TOWN OF FREDERICK

Board of Trustees

Action Memorandum

Tracie Crites, Mayor

Dan March, Trustee
Mark Lamach, Trustee
Kevin Brown, Trustee

Adam Mahan, Trustee
Windi Padia, Trustee
Chad teVelde, Trustee

Town of Frederick Economic Development Industry Cluster Study, Rural Economic Development Initiative Grant Application, Department of Colorado Local Affairs

Agenda Date: Town Board Meeting – March 14, 2023

Attachments:

1. Town of Frederick Economic Development Industry Cluster Study Project Narrative
2. Resolution Approving support for a grant application and related contracts for conducting a Target Industry Cluster Study

Finance Review:

Administrative Services

Submitted by:

Traci Garcia-Castells
Grants Administrator

Maxwell Daffron
Economic Development Manager

Approved for Presentation:

Bryan Ostler
Town Manager

Strategic Plan Alignment:



Community and Economic Vitality - Frederick is a community that fosters economic, recreational, cultural, and environmental vitality and builds upon and enhances a variety of economic opportunities.

Detail of Issue/Request:

Town Staff requests that the Board allow the submittal of a Rural Economic Development Initiative Grant application through the Department of Local Affairs for the purpose of gathering matching funds to be used in completing an Industry Cluster Study. An industry cluster is defined as the examination of, “groups of similar and related firms in a specific geographic area that share common markets, technologies, worker skill needs, and which are often linked by buyer/seller relationships.” This project

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will contract with a technical expert to develop an Industry Cluster Study that helps position the Town of Frederick make strategic decisions regarding business attraction and incentivization.

Grant funds will be used to support the employment base in the Town, aiding in the attraction of businesses that will employ Town residents, provide tax benefit to the community, and improve economic resiliency in the Town of Frederick and surrounding region. If awarded, funding will be made available in May of 2023.

Alternatives/Options:

The Board of Trustees could direct Economic Development Staff to not pursue grant matching for an Industry Cluster Study.

Financial Considerations:

The Town of Frederick has budgeted sufficient funding for the needed matching funds for the grant application. These funds were approved in the 2023 budget.

Staff Recommendation:

The Frederick Economic Development Office and the Grant Administrator's Office seeks Board approval for the accompanying resolution for the submission and execution of all affiliated grant documents, should the Town be awarded the grant, for the Target Industry Cluster Study from the Department of Colorado Local Affairs in the amount \$25,000.

Town population 16,835 (Frederick Community Profile, 40 miles Southwest of Greeley)

- Weld county pop – 328,981 (Census)
- Community Benefit – Grant funds will support the employment base in the Town, aiding in the attraction of businesses that will employ town residents, provide tax benefit to the community, and create economic resiliency in the community. Conducting an Industry cluster study is an important way to improve economic resiliency, as the study will identify community/regional strengths in supply chain and other types of business linkages that exist in Frederick as well as the carbon valley. These studies allow for communities to take a more strategic approach to economic development that is backed up by data and serves as an industry best practice.

Project name and Readiness

- Town of Frederick Economic Development Industry Cluster Study
- Amount Requested 25K for professional services (Town has 30k budgeted for match)
- \$30,000 budgeted for a 50/50 match
- An industry cluster is defined as, “groups of similar and related firms in a specific geographic area that share common markets, technologies, worker skill needs, and which are often linked by buyer seller relationships”. This project will contract with a technical expert to develop an Industry Cluster Study that positions the Town of Frederick to make strategic economic decisions regarding business attraction for the community.
- Project Overview
 - An industry cluster study will benefit the Town of Frederick to be more deliberate in its economic development decision making, which will in turn help increase wages, strengthen supply chains, and improve revenues at the local level to create a resilient Frederick community.
 - The project directly addresses goals established in the Town’s Strategic Plan. Specifically, it helps the town remain a *Dynamic Inclusive and Connected community by improving opportunities for all sections of our population to obtain gainful employment within the community.*
 - As industries such as life sciences keeps growing and evolving throughout the Denver metro region and companies such as Agilent Technologies are investing an additional 725 million dollars in their Frederick facilities, the Town recognizes the need to conduct an industry cluster study to examine the gaps that exist within the life sciences market in our region. This type of detailed examination will allow the town to take a more deliberate and targeted approach to attracting suppliers, stage 2 companies, and other providers who can fill the market gaps that exist and as a result further strengthen the life sciences industry in the region. This same process will also examine linkages within other industries such as aerospace, energy, and others to help not just the Town of Frederick but the entire region better understand the linkages between our top industries in the region.
- Key Deliverables –The technical advisor will provide a formal study outlining the various economic strengths and economic weaknesses of the community as well as provides meaningful policy guidance for future success. Deliverables will include recommendations for developing economic growth, building resources and building expertise for programing, and providing a framework aligning industry needs with education, training, and workforce development efforts.

- The Project is ready to begin, service providers have been contacted and are ready to submit a formal proposal to the town once funding is secured. Town has already budgeted matching funds.
- Timeline for this project is several months (3-4), with anticipated conclusion in q3 2023. Quotes gathered by potential service providers have all indicated a 3–4-month timeline for completion. The town is currently engaged in a formal RFP process to be prepared to execute as soon as grant dollars are awarded.

Job Creation

- This study will assist the town in attracting new businesses that fit within the specific industry clusters (such as Biotech, Metal Fabrication, food service, etc.) that are identified within the town. Not only will this help in the attraction of new businesses, Cluster studies also assist in business retention programs as they build local economic resiliency through the development of stronger supply chains and the formation of workforce pipelines needed to support these businesses.

Economic Resilience

- The Town has identified “community and economic vitality” as a key part of its Strategic Plan. By focusing on economic vitality, the town does not pursue development for the sake of development, but instead is focused on making informed decisions to improve the economic resilience of the community. As such, the industry cluster study will be utilized to determine future economic development attraction and retention policy at the town. The information collected through the process will likely be reflected in execution of the Town’s Comprehensive Plan as well as the 25/52 east sub-area plan. The town will be tailoring the industries included within its incentive policy to fit the clusters that are identified in the study.
- Additionally, this process is intended to serve as a further refinement of the Metro Denver Economic Development Industry clusters as well as the Upstate Colorado industry clusters. To date, no industry cluster study has been performed in the immediate vicinity of the Town of Frederick, which represents both the northern edge of the metro as well as the southern edge of the Upstate Colorado region. By sharing the results of this Cluster Study with our regional partners, the town will be able to further support the regional economic development mission. This cluster study will also present a unique opportunity to fill in the gaps in information between these two economic regions, strengthening the economic position of not just the Town, but northern Colorado as a whole.

Collaboration

- The results of the cluster study will be circulated with the Town’s Economic Development partners in the region, who the town regularly partners with on Economic Development attraction projects. This includes Metro Denver EDC, Upstate Colorado, Adams County Regional Economic Partnership, and others.
- The Town is also in the process of updating its comprehensive plan. Information learned through a target industry cluster study will later be used to support the land use planning process throughout the Town of Frederick. For example, if it is found that there is a particular need for additional industrial zoning in the immediate vicinity of current business operators, the town can utilize this information to make informed decisions regarding future land use.

Social Equity

- The town makes a significant effort to ensure that its economic development efforts are inclusive of all members of the community. As Such, the town has taken many steps to improve

the resiliency of our local economy, to ensure even that the most at risk groups are safer in the event of an economic downturn. The Town's mission statement is "To foster an exceptional and inclusive community that is built on what matters" and the Town vision is "building a safe, inviting, and culturally vibrant community which fosters economic growth and opportunity, while preserving our heritage". Additionally, the town is actively engaged with Weld County in the pursuit of CDBG dollars to build an affordable housing community in the town of Frederick.

TOWN OF FREDERICK, COLORADO
RESOLUTION NO. 23-R-14

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF FREDERICK,
COLORADO, APPROVING SUPPORT FOR A GRANT APPLICATION AND RELATED
CONTRACTS FOR CONDUCTING A TARGET INDUSTRY CLUSTER STUDY**

WHEREAS, the Town of Frederick is eligible to participate in grant funding opportunities from the Colorado Department of Local Affairs (“DOLA”); and

WHEREAS, the Town of Frederick Economic Development Office is continuously pursuing ways to further enhance Community and Economic Vitality as it is outlined in the Town Strategic Plan; and

WHEREAS, DOLA has a grant opportunity that may provide funding, with a matching funds requirement that has already been included in the adopted 2023 Budget, that could be utilized for conducting an Industry Cluster Study; and

WHEREAS, the application requires a resolution of support from the Board of Trustees for the application and will require agreements to be executed if a grant is awarded; and

WHEREAS, the Town Board is supportive of the application.

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

1. The Town Board is supportive of a grant application to DOLA in the amount of \$30,000 for the purpose of conducting an Industry Cluster Study.
2. The Mayor is hereby authorized to execute necessary documents and agreements to effectuate the grant after review and negotiation by the Town Attorney as applicable.

RESOLVED THIS 14th DAY OF March, 2023.

TOWN OF FREDERICK, COLORADO

Tracie Crites, Mayor

ATTEST:

BY: _____
Meghan C. Martinez, Town Clerk

APPROVED AS TO FORM:

Jason Meyers, Town Attorney



TOWN OF FREDERICK

Board of Trustees

Action Memorandum

Tracie Crites, Mayor

Dan March, Trustee
Mark Lamach, Trustee
Kevin Brown, Trustee

Adam Mahan, Trustee
Windi Padia, Trustee
Chad teVelde, Trustee

Consideration of the Bear Industrial Park Replat 1, Block 2, Lot 2 (Cruise America RV Rental and Sales) electric fence Waiver request and fence height Variance request.

Agenda Date:

Town Board Meeting - March 14th, 2023
Town Board of Adjustment - March 14th, 2023 (if necessary)

Attachments:

- a. Letter of Intent
- b. Fencing Site Plan/Details
- c. Fencing Exhibit

Finance Review:

Administrative Services

Submitted by:

Audem Gonzales
Senior Planner

Approved for Presentation:

Bryan Ostler
Town Manager

☒ Quasi-Judicial

☐ Legislative

☐ Administrative

Strategic Plan Alignment:



- Safe and Secure - *Residents of Frederick experience safety and peace of mind knowing they live in the safest community in Colorado.*

Summary Statement:

The applicant is requesting a Waiver from Land Use Code Section 2.16.2.d(1) – “Fences and Walls, Prohibited Materials”, which prohibits electronically charged fences. The applicant is proposing to install a battery charged, 7,000-volt electric fence at 4180 Busch Place. The applicant is also requesting a Variance to Land Use Code Section 2.16.2.f(6) – “Height Limitations”, which states in the Industrial

Built on What Matters.

(I) zone district, a chain link fence may be up to eight (8) feet tall. The applicant is proposing to install a fence at 10-feet in height.

Detail of Issue/Request:

Applicant: Bobby Inabinet, Amarok, LLC
550 Assembly St., Columbia, SC, 29201

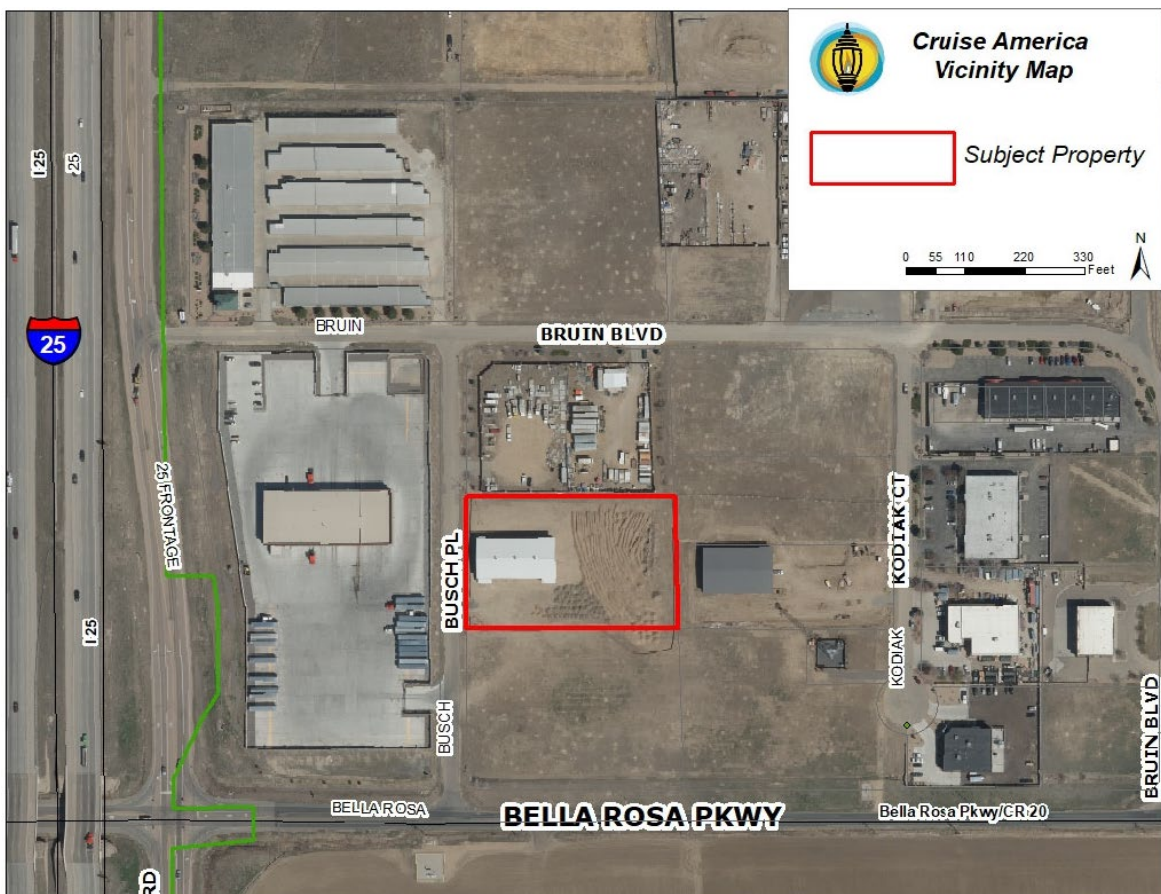
Owner: Roger Wingerberg, 4180 Busch Place, LLC
10189 Foxfire St., Firestone, CO, 80504

Location and Zoning: The property is addressed as 4180 Busch Place and is generally located near the NE intersection of Bella Rosa Parkway and the East I-25 Frontage Road. The legal description for the property is Bear Industrial Park Replat 1, Block 2, Lot 2. The property is zoned (I) - Industrial.

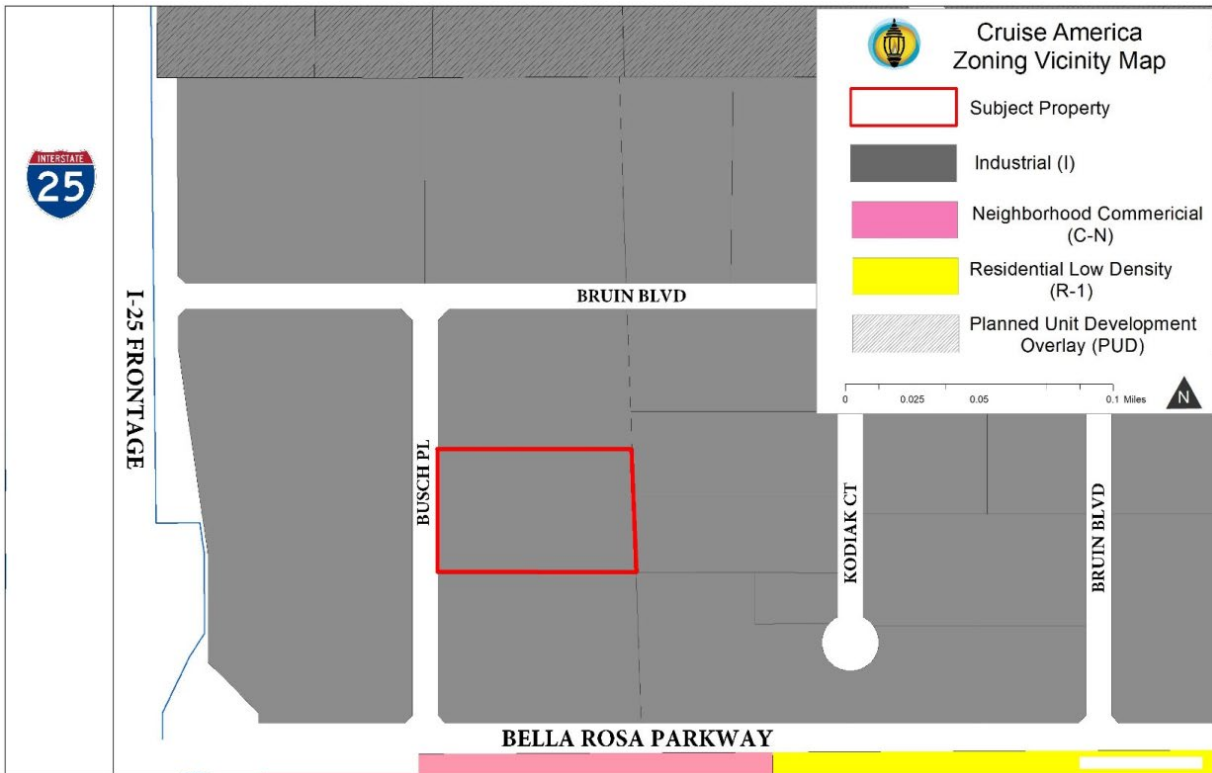
Surrounding Land Uses and Zoning:

North:	Land Use: Outdoor Storage Facility (Frontier Outdoor Storage) Zoning: (I) – Industrial
South	Land Use: Vacant Zoning: (I) – Industrial
West	Land Use: Trucking Facility (Heartland Express) Zoning: (I) – Industrial
East	Land Use: Water/Wastewater Treatment Facility (Treatment Technology) Zoning: (I) – Industrial

Vicinity Map:



Zoning Map:



Background Information:

The subject property was approved with a Site Plan for two buildings with Office and Warehousing users in 2018. A Site Plan Amendment was approved in 2020 to reduce the Site Plan to one building for Office and Warehouse use. A Conditional Use was approved on February 8, 2022 (Resolution No. 22-R-23) permitting Auto, RV, boat and truck sales as the principal use. A second Site Plan Amendment was approved for the site in 2022 to address the specific needs of the RV sales and rental user.

The site is 2.15 acres in size and is currently developed with one large building (9,800 SF), parking lot (17 spaces) and a large fenced sales/rental display area. The existing fence is 6-feet tall and is made of wood. It is installed around the sales/rental display area.

Requests:

The nature of this request is two-fold and must be considered in sequence. If the Waiver from the Land Use Code is approved, the Board (meeting as the Board of Adjustment) would consider the Variance to the Land Use Code. If the first item fails either for lack of a motion or a failed motion for approval, the second item for consideration is no longer required.

1. The applicant is requesting a Waiver from Land Use Code Section 2.16.2.d(1) – “Fences and Walls, Prohibited Materials”, which prohibits electronically charged fences. The applicant is proposing to install a battery charged electric fence for security purposes. The electric fence is proposed to be installed within the existing 6-foot-tall wooden fence. Waivers to Code provisions are subject to Board of Trustee approval.

2. If the Waiver is approved, the applicant is also requesting a Variance to Land Use Code Section 2.16.2.f(6) – “Height Limitations”, which states, in the Industrial (I) zone district, a chain link fence may be up to eight (8) feet tall. The applicant is proposing to install the electric fence at 10-feet in height. Variances to Code provisions are subject to Board of Adjustment approval.

The Land Use Code does not contain specific provisions for fence types other than opaque (solid) fences. The Code provision listed above is the closest standard that applies to what the applicant is proposing. The electric security fence consists of steel and fiberglass poles with horizontal wiring connecting the poles. This type of fence is similar to chain link fencing due to its openness; therefore, this height standard was applied to this proposal.

Review Criteria:

Waiver:

Section 4.7.8.c – Waivers may be granted only if all of the following criteria are met:

- (1) The waiver, if granted, will not be detrimental to the public good.

Staff comment: The intent of an electric fence charged with 7,000 volts is to deliver a highly unpleasant shock. This alone is detrimental to the public good. Additionally, Staff is unaware of any other approved applications using this type of fencing. There is significant concern regarding future precedent setting within the Town.

- (2) Due to exceptional conditions peculiar to the site, practical difficulties or an unnecessary hardship is placed on the landowner, and such practical difficulties or unnecessary hardship has not been created by the applicant.

Staff comment: Staff does not believe a hardship exists for this property. There are additional options the Land Use Code provides for additional security. i.e. a 7-foot tall fence vs. the existing 6-foot tall fence.

- (3) The waiver, if granted, does not create a conflict with a Comprehensive Plan that has been the subject of a Comprehensive Plan update within the five (5) years preceding the application.

Staff comment: This proposal is in conflict with the Comprehensive Plan Commercial & Industrial Area Objectives; “Ensure design standards within the Community Design Principals and Development Standards reflect the desired character of the community.” The design standards prohibit electric fencing, therefore, the proposal is in conflict with the Comprehensive Plan.

- (4) The waiver, if granted, does not impair the intent and purpose of this Code.

Staff comment: The Code offers reasonable alternatives for screening and securing private property. This waiver intends to supersede those provisions already put into place.

- (5) The waiver, if granted, will not alter the essential character of the neighborhood or district in which the property is located, nor diminish the value, use or enjoyment of adjacent property.

Staff comment: This waiver, if granted, would call into question the perceived safety of the community. The applicant is proposing a fence type that is meant to be painful if touched. The proposal also calls for several warning signs to be placed along the fence wall. The character of the neighborhood could be associated with a negative perception if the waiver is granted.

- (6) The waiver, if granted, is the minimum variance that will afford relief and is the least modification possible of the subdivision ordinance provisions which are in question.

Staff comment: The property is currently developed with a 6-foot-tall opaque fence. The Code permits an opaque fence to be up to 7-feet at this location, which would allow for additional security.

Variance:

Section 4.7.e – The Board shall not grant a variance to this Code which:

- (1) Permits a land use not allowed in the zoning district in which the property is located;

Staff comment: N/A – the land use is not changing.

- (2) Is in the public right-of-way or on public property;

Staff comment: N/A – the fence location is not in the ROW or on public property.

- (3) Alters any definition of this Code;

Staff comment: N/A – this request does not alter any definition of the Land Use Code.

- (4) Is other than the minimum variance that will afford relief with the least modification possible to the requirements of this Code;

Staff comment: Staff does not believe a hardship exists as there are other options to secure private property other than installing a fence at 10-feet in height.

- (5) Is based on physical conditions or circumstances of the property so general or recurring in nature as to reasonably make practicable the formulation of a general regulation to be adopted as an amendment to of this Code; or

Staff comment: N/A – there are no physical conditions or circumstances of the property associated with this variance request.

- (6) Is based exclusively on findings of personal or financial hardship. Convenience, profit or caprice shall not constitute undue hardship.

Staff comment: This request appears to be based on financial hardship due to theft of personal property. Staff believes there are other alternatives to securing a private site that would not require a variance.

Section 4.7.f – In order to grant a variance to this Code, the Board shall find that all the following have been satisfied:

- (1) That there are unique physical circumstances or conditions such as irregularity, narrowness or shallowness of the lot, or exceptional topographical or other physical condition particular to the affected property;

Staff comment: There are no physical circumstances or conditions associated with this issue.

- (2) That, because of these unique physical circumstances or conditions, the property cannot be reasonably developed or used in compliance with the provisions of this Code;

Staff comment: There are no physical circumstances or conditions associated with this issue.

- (3) That, due to such unique physical circumstances or conditions, the strict application of this Code would create a demonstrated hardship;

Staff comment: There are no physical circumstances or conditions associated with this issue.

- (4) That the demonstrable hardship is not self-imposed;

Staff comment: Staff has not received reports of other businesses experiencing high levels of theft in this area. Per the Frederick Police Department interactive crime activity map, the subject

property has experienced three criminal related incidents over the last four years. Two incidents were motor vehicle theft in 2021 and early 2022 and one incident was trespassing in 2019. All three of these charges pre-dated the RV Sales and Rental use which has a Certificate of Occupancy date on October, 10, 2022.

- (5) That the variance, if granted, will not adversely affect the proposed development or use of adjacent property or neighborhood;

Staff comment: The variance, if granted, will not adversely affect the proposed development or use of adjacent property.

- (7) That the variance, if granted, will not change the character of the zoning district in which the property is located;

Staff comment: If granted, it would open up other projects to install the same fence height. This would change the character of the zoning district.

- (8) That the variance, if granted, is in keeping with the intent of this Code; and

Staff comment: The Code limits fencing height to create a uniform standard. If granted, this standard is then open for interpretation, which is not the intent of establishing land use regulations.

- (9) That the variance, if granted, will not adversely affect the health, safety or welfare of the citizens of the Town.

Staff comment: If granted, the health, safety and welfare of citizens of the Town will not be adversely affected.

Public Notice: This project was properly noticed per the requirements found in C.R.S. §24-6-402(2)(c).

Legal Comments: The Town's Land Use Attorney has reviewed and provided comment on the requests.

Waiver Process: Land Use Code Article 2.4 – Subdivisions Regulations, provides applicants the ability to apply for Waiver requests to any and all Code provisions. The current fee for residential waivers is \$1,000.00 and \$1,500.00 for non-residential. All Waiver requests are scheduled as public hearings before the Board of Trustees. Town Staff is currently working on revising the Land Use Code, which may include amending each application type process. Staff has identified the Waiver process as a specific element of the Code that needs revision. Currently, Waivers open up all Code provisions to be topics of discussion and interpretation, which counters the purpose of establishing land use codes. The Town of Frederick Land Use Code update is anticipated to be adopted in Q1 of 2024.

Alternatives/Options:

Waiver:

Motion to Approve:

I move that the Bear Industrial Park Replat 1, Block 2, Lot 2 electric fence Waiver, case no. 2023-01 be approved based on the review criteria found in the Town Land Use Code Section 4.7.8.c, 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.

Motion to Approve with Conditions:

I move that Bear Industrial Park Replat 1, Block 2, Lot 2 electric fence Waiver, case no. 2023-01 be approved based on the review criteria found in the Town Land Use Code Section 4.7.8.c, and based on the following conditions;

1. (list conditions)
- 2.

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.

Motion to Deny:

I move that Bear Industrial Park Replat 1, Block 2, Lot 2 electric fence Waiver, case no. 2023-01 be denied 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.

If the Waiver is approved, the Board of Adjustment may then hear the Variance request and make a decision. If the Waiver is not approved, the Variance request shall not be heard by the Board of Adjustment.

Variance:

Motion to Approve:

I move that the Bear Industrial Park Replat 1, Block 2, Lot 2 fence height Variance, case no. 2023-01 be approved based on the review criteria found in the Town Land Use Code Section 4.7.e, 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.

Motion to Approve with Conditions:

I move that Bear Industrial Park Replat 1, Block 2, Lot 2 fence height Variance, case no. 2023-01 be approved based on the review criteria found in the Town Land Use Code Section 4.7.e, and based on the following conditions;

1. (list conditions)
- 2.

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.

Motion to Deny:

I move that Bear Industrial Park Replat 1, Block 2, Lot 2 fence height Variance, case no. 2023-01 be denied 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.

Staff Recommendation:

1. Staff recommends denial of the Waiver request.
2. Staff recommends denial of the Variance request.

Variance Request – Longmont CO

4180 Busch Place - Cruise America RV Rental & Sales

We are requesting variances to install 10 feet high battery-charged electric fence/security system (Electric Guard Dog aka EGD) approximately 4-8 inches inside (further interior to the property) the existing perimeter chain link fence at Cruise America RV Rental & Sales located at 4180 Busch Pl, Longmont, CO 80504. This property is zoned Industrial District.

- 1. Maureen Welsh advised us that a variance for the fence height and a waiver for the pulsed voltage for the fence.**
- 2. Variance Justification**
 - a. Existing zoning of property – Industrial District**
 - b. Applicable section(s) of the Zoning Ordinance, for which applicant is appealing.**
 - i. Variance for height – Code section 3.4, subsection 2.b.6.c.**
 - ii. Waiver for pulsed voltage – Code subsection 2.17 (d) (1)**
 - c. Describe the nature and size of the desired variance from such Ordinance requirement(s).**
 - d. Particular requirement(s) from which a variance is desired.**
 - e. Describe the difficult or hardship upon the owner if the requested variance is not granted.**
 - f. Describe any slope, shape, or significant lot characteristics.**
 - g. Other information relevant to appeal request.**
- 3. Concept Plan & Illustrative Notes and other supporting documents**

c. Describe the nature and size of the desired variance from such Ordinance requirement(s).

Currently, code subsection 2.17 (d) 1 prohibits electronically charged fences. Code section 3.4, subsection 2.b.6.c. allows for a maximum fence height of 8'. We are requesting a variance to allow this height to be increased to 10' and a waiver to allow for the pulsed voltage in the battery-operated fence.

We request that Board of Zoning Appeals approve our variance and waiver requests for both the electric fence and ten feet height in order that we may protect this business from crime.

d. Particular requirement(s) from which a variance is desired.

Cruise America RV has 126 rental centers throughout North America. Due to increasing crime trends following covid, exacerbated by worsening economic difficulties, crime is exploding across the country. To combat this crime trend, Cruise America has adopted a proactive security stance/strategy. They have done their research and know that the AMAROK perimeter security system is the most effective crime deterrent system on the market today. Other security solutions are not nearly as effective or are reactive rather than being proactive. Many RV businesses are experiencing tens of thousands of dollars in losses/damages from the growing theft and crime problems. When RVs become damaged, they are taken out of inventory for repairs. Many clients purchasing RVs want them immediately and if they are not immediately available, they will go elsewhere. These lost opportunity costs are incalculable and deleterious to their business.

e. Describe the difficult or hardship upon the owner if the requested variance is not granted.

Cruise America RV Rental & Sales is proactively working with AMAROK to secure their sites with the EGD. This is a priority for them on a national level to protect employees and property.

f. Describe the slope, shape, or significant lot characteristics.

Cruise America RV Rental & Sales is rectangular property in an industrial district. With close proximity to I-25, the location is ideal for thieves to break in and make a quick escape. This location also has low traffic during non-business hours, meaning crime will go undeterred without an active deterrent. Trespassers will be able to easily hide behind buildings and RV's to avoid cameras. The only adequate protection for this property is with the AMAROK system.



g. Other information relevant to appeal request.

The EGD security system is a 10 feet high, battery-charged fence powered by 12V battery which is charged by a solar panel. An energizer retains the voltage for 1.3 seconds and thus when released it is boosted to 7,000 volts of a totally safe, pulsed electrical charge. Signage is posted a minimum of every 30 feet and warns of the electric fence. However, the safety of the 'shock' is not advertised and therefore, due to our inherent fear of electricity, most criminals will not take a chance on breaching the perimeter. As a result, the EGD proactively deters crime unlike cameras and alarms that react to a crime in commission. This genre of business is a high target for crime due to the fact that their yard contains highly desirable, easily 'fenceable' inventory of vehicle equipment and supplies. Cruise America has chosen AMAROK to be an integral part of their national security plan to protect their employees and property. Currently, Cruise America has a 6' wooden fence around the perimeter of the property for security and to prevent intruders.

The AMAROK system is a known and proven commodity. We have been in business for thirty years and have installed thousands across the nation. These systems have a track record of not only deterring crime for the property but also the surrounding area. Lower crime means safer communities and higher property values, which lead to increased revenues for the community. This has the added benefit of projecting a business-friendly, tough on crime image for the community while freeing up law enforcement to focus more on life safety issues and continue building community relations. Our system is completely green and environmentally friendly, carbon neutral, battery powered (12V/DC), and low voltage.



ULTIMATE PERIMETER SECURITY

PROPERTY OWNER
4180 BUSCH PLACE LLC
10189 FOXFIRE ST
FIRESTONE, CO 80504

PROJECT DATA
APN: 131314003002
ZONING: INDUSTRIAL
ACRES: 2.15

SITE PLAN
REQUEST TO AUTHORIZE A
SECURITY SYSTEM FOR:
CRUISE AMERICA RV & SALES
4180 BUSCH PLACE
FREDERICK, CO 80504

LEGEND

PROPERTY LINE / ROW

EXISTING FENCE

PROPOSED PERIMETER SECURITY SYSTEM

ROAD/CURB EDGE

EXISTING BUILDING

PROPOSED SECURITY FENCE LENGTH

44

BRUIN BLVD

BUSCH PL

KODIAK CT

BELLA ROSA PKWY

VICINITY MAP

NOT TO SCALE

NOTES

POLE LOCATIONS:
STEEL POLES: TO BE LOCATED APPROXIMATELY ON EACH SIDE OF GATE(S) & EVERY 90° (OR GREATER) TURN IN FENCE LINE.
FIBERGLASS/INTERMEDIATE POLES: TO BE LOCATED APPROXIMATELY EVERY 30'

DISCLAIMER:
POLE LOCATIONS MAY SLIGHTLY DEVIATE FROM STIPULATIONS ABOVE DUE TO ON-SITE CONDITIONS

STORM DRAIN:
NO STORM DRAIN IS BEING PROPOSED AS PART OF THIS PROJECT

PROFESSIONAL ENGINEER

00051337

Heath M. Hendrick

Date: 2022.12.15

13.08.51-0500

DATE / DESCRIPTION

AMAROK

ULTIMATE PERIMETER SECURITY

PROJECT:

CRUISE AMERICA RV & SALES
4180 BUSCH PLACE
FREDERICK, CO 80504

SHEET TITLE: SITE PLAN

APPLICANT: AMAROK
550 ASSEMBLY ST 5TH FL
COLUMBIA SC 29201
803-404-6189

DATE: 12/13/2022
DRAWN BY:
SCALE: SEE PLAN

SHEET

C1

of 3

4-8" MIN.

6'-0"

10'-0"

PROPOSED SECURITY FENCE

EXISTING 6'-0" WOOD FENCE

EXISTING GRADE

PERIMETER FENCE SECTION

NTS

DENOTES LOCATIONS FOR STEEL POLE PER 300' MAX SPACING CALCULATIONS AND NOTES THIS SHEET

The main site plan shows a property with several adjacent APNs: 131314003003, 131314003005, 131314003006, 131314003001, and 131314113001. The central area (APN: 131314003002) contains an existing building and a proposed security fence. The fence is shown as a red dashed line, with a note indicating it should be 4-8 inches minimum from the perimeter fence. The plan includes two gates: an existing 21' double swing gate on the north side and an existing 26' double swing gate on the south side. A Knox device is located near the south gate, connected to a controller/power source/regulating & monitoring equipment. The plan also shows existing 6' wood fences, a 50' gas easement, and a 20' water easement. Dimensions for various sections are provided, such as 383.04', 347', 242.49', 224', 14', 28', 18', 21', 242', and 391.34'. A north arrow is located in the center of the plan.

SITE PLAN

SCALE : 1" = 30'-0"

50

0

15

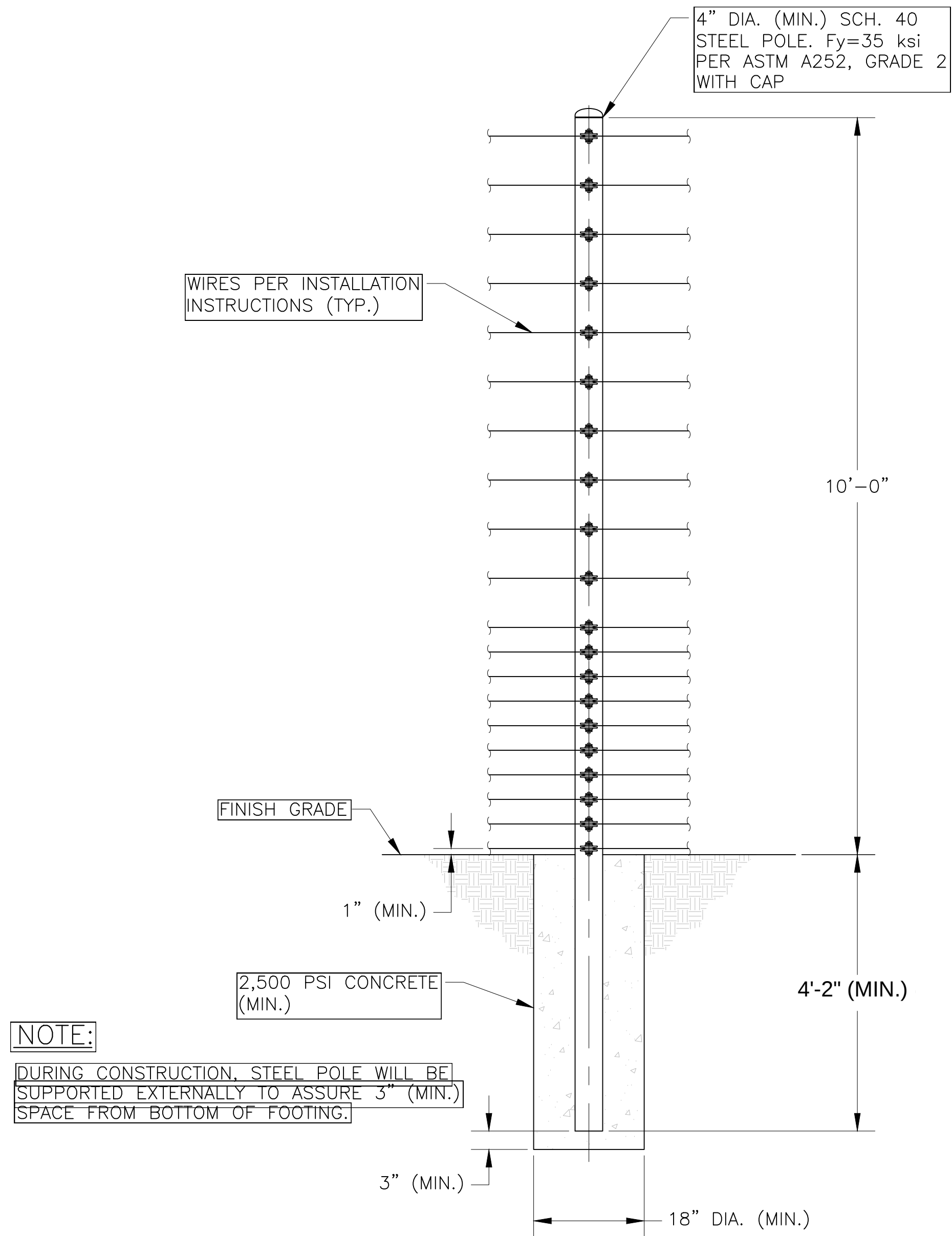
30

60

120

*PROPOSED LOCATION OF ELECTRONICS ONLY, SUBJECT TO CHANGE BASED ON SITE CONDITIONS. ■

*PROPOSED LOCATION OF KNOX DEVICE ONLY, SUBJECT TO CHANGE BASED ON SITE CONDITIONS. ●

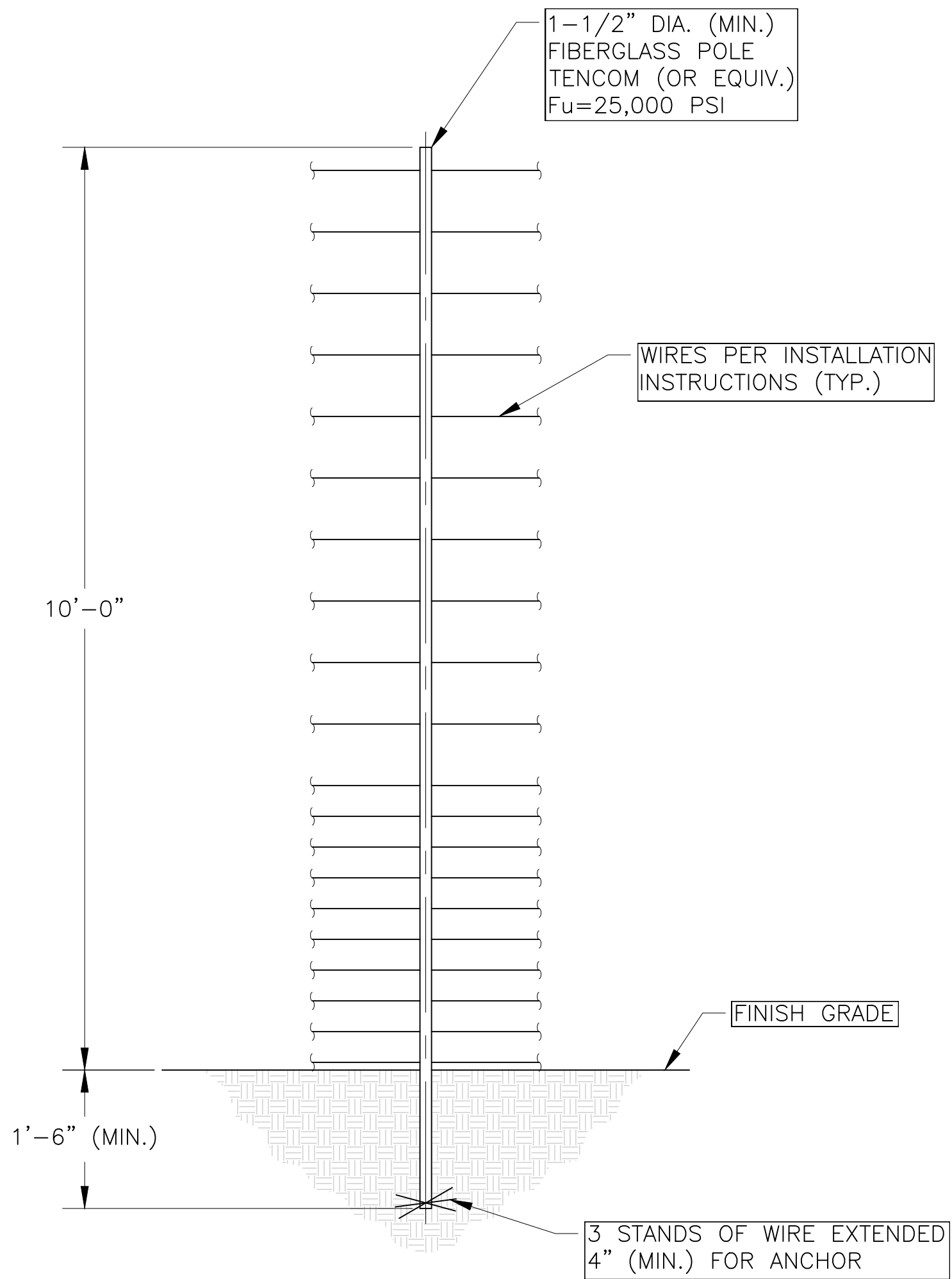


STEEL POLE DETAIL
SCALE: NONE (STRUCTURAL)



WARNING SIGNS SHALL BE PLACED AT EACH ENTRANCE OF THE PROPERTY AND 30 FEET ON CENTER THEREAFTER

EXAMPLE WARNING SIGN @ 9"x12"



FIBERGLASS POLE DETAIL
SCALE: NONE (NON-STRUCTURAL, NON-LOAD BEARING WIRE SEPARATOR)

GATE DETAIL NOTES:

- BRACE BANDS ARE INSTALLED AS HIGH AS POSSIBLE UNDER #3 AND #9, 2" (MIN.) UNDER #12, #15, AND #17, UNDER #19 AND AS HIGH ON THE GATE AS POSSIBLE. MAXIMUM DISTANCE OF 2' BETWEEN BRACE BANDS.
- SPRINGS ARE LOCATED ON HINGE SIDE OF SWING GATE AND REAR OF SLIDE GATE.
- ALL CONTACTS MUST INCLUDE SPRINGS.
- ALL CONTACTS MUST HAVE BOLT THROUGH FIBERGLASS (NO SET SCREWS).
- ALL BRACE BANDS HOOKED TO CHAIN LINK MUST HAVE SET SCREW.
- EVERY GATE PANEL MUST HAVE A SIGN.
- ALL GATE CONTACTS MUST BE SECURE IN A MANNER THAT ENSURES CONTACT WILL EASILY BE MADE.
- GATE MOUNTS WILL NOT IMPACT THE FUNCTIONALITY OF THE GATE.

RAPID TIGHTENERS

RAPID TIGHTENERS ARE INSTALLED IN EVERY SECTION - BETWEEN 6" INCHES AND 3 FEET FROM A FIBERGLASS POLE - TOWARD THE CENTER OF THE RUN.

THE TIGHTENERS ARE ALTERNATED ON OPPOSITE SIDES OF THE POLE TO PREVENT GROUNDS FROM HITTING WIRES WITH CURRENT.

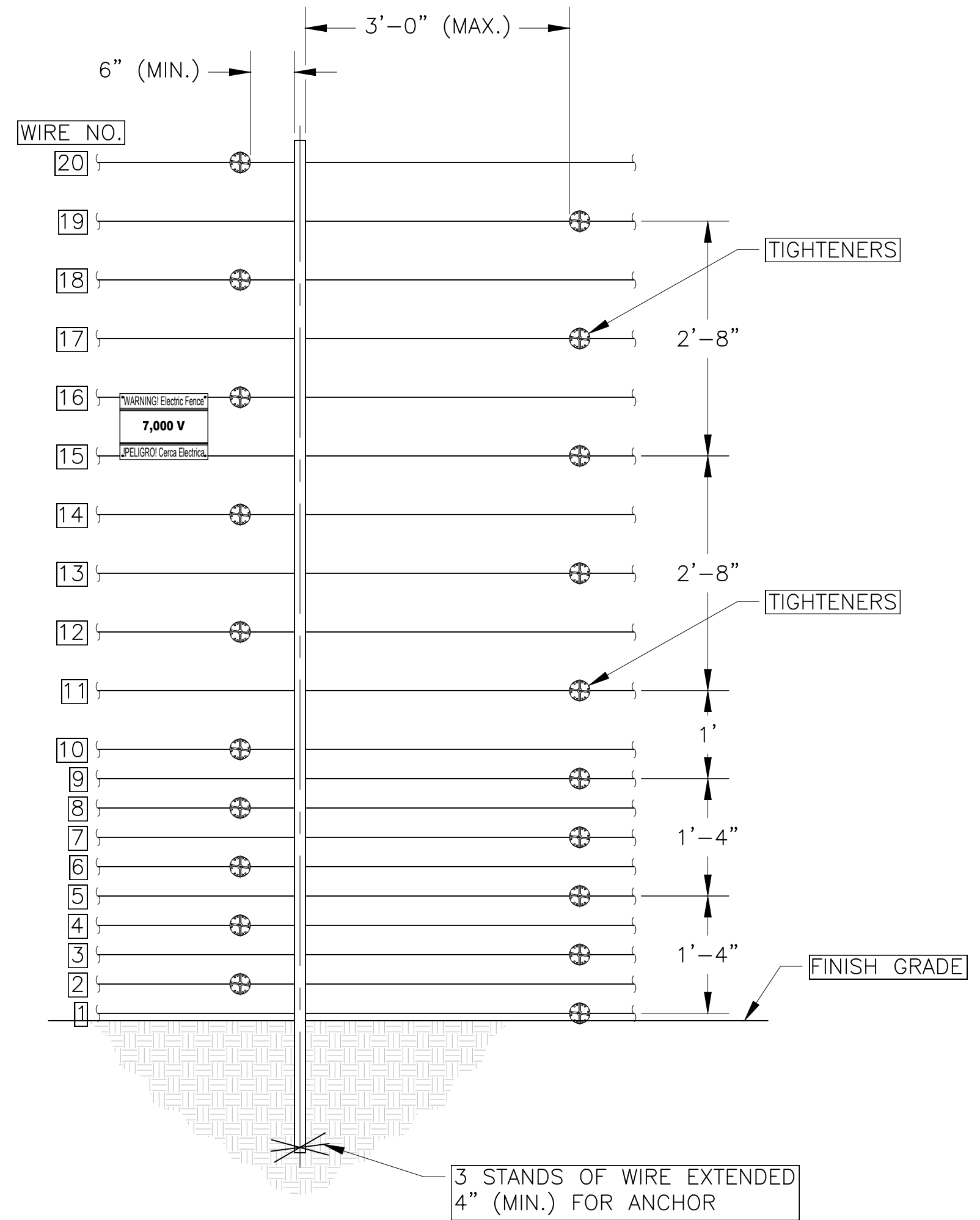
WIRE SHOULD BE WRAPPED TWO OR THREE TIMES AROUND EACH TIGHTENER.

WARNING SIGNS

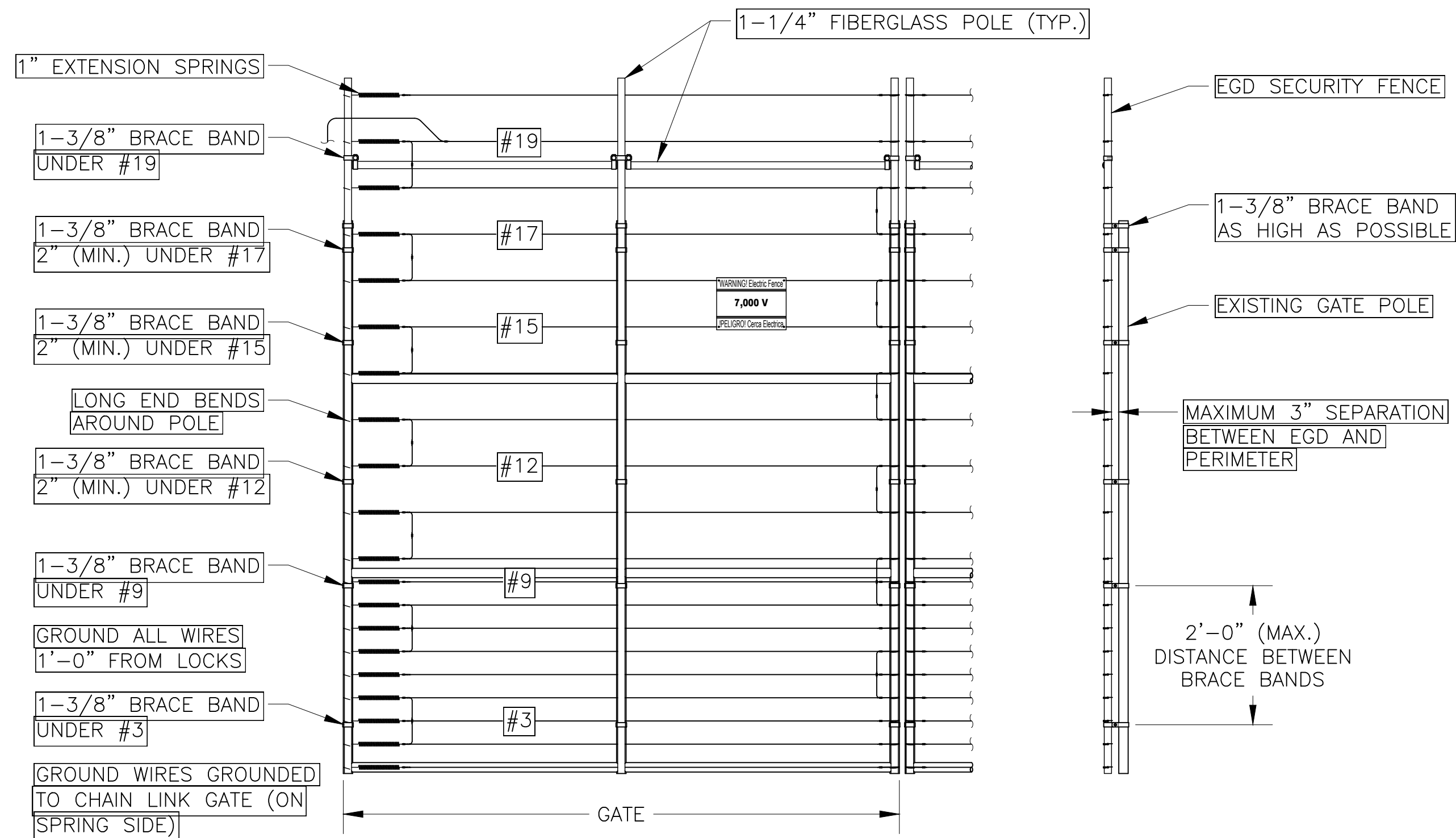
WARNING SIGNS MUST BE INSTALLED EVERY 30 FEET, WHICH IS THE MAXIMUM DISTANCE BETWEEN SIGNS.

ALL WARNING SIGNS SHOULD BE MOUNTED EITHER BETWEEN WIRES 15 & 16 OR AT BEST VISIBLE HEIGHT.

IF INSTALLED BEHIND A SOLID FENCE, WARNING SIGNS SHOULD ALSO BE PLACED ON OR ABOVE THE PERIMETER FENCE.



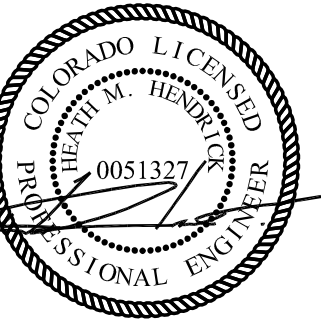
WIRE CONNECTIONS
SCALE: NONE (FIBERGLASS POLE)



DOUBLE PANEL GATE

GATE DETAIL
SCALE: NONE

SIDE VIEW



#	DATE / DESCRIPTION



PROJECT:
CRUISE AMERICA RV & SALES
4180 BUSCH PLACE
FREDERICK, CO 80504

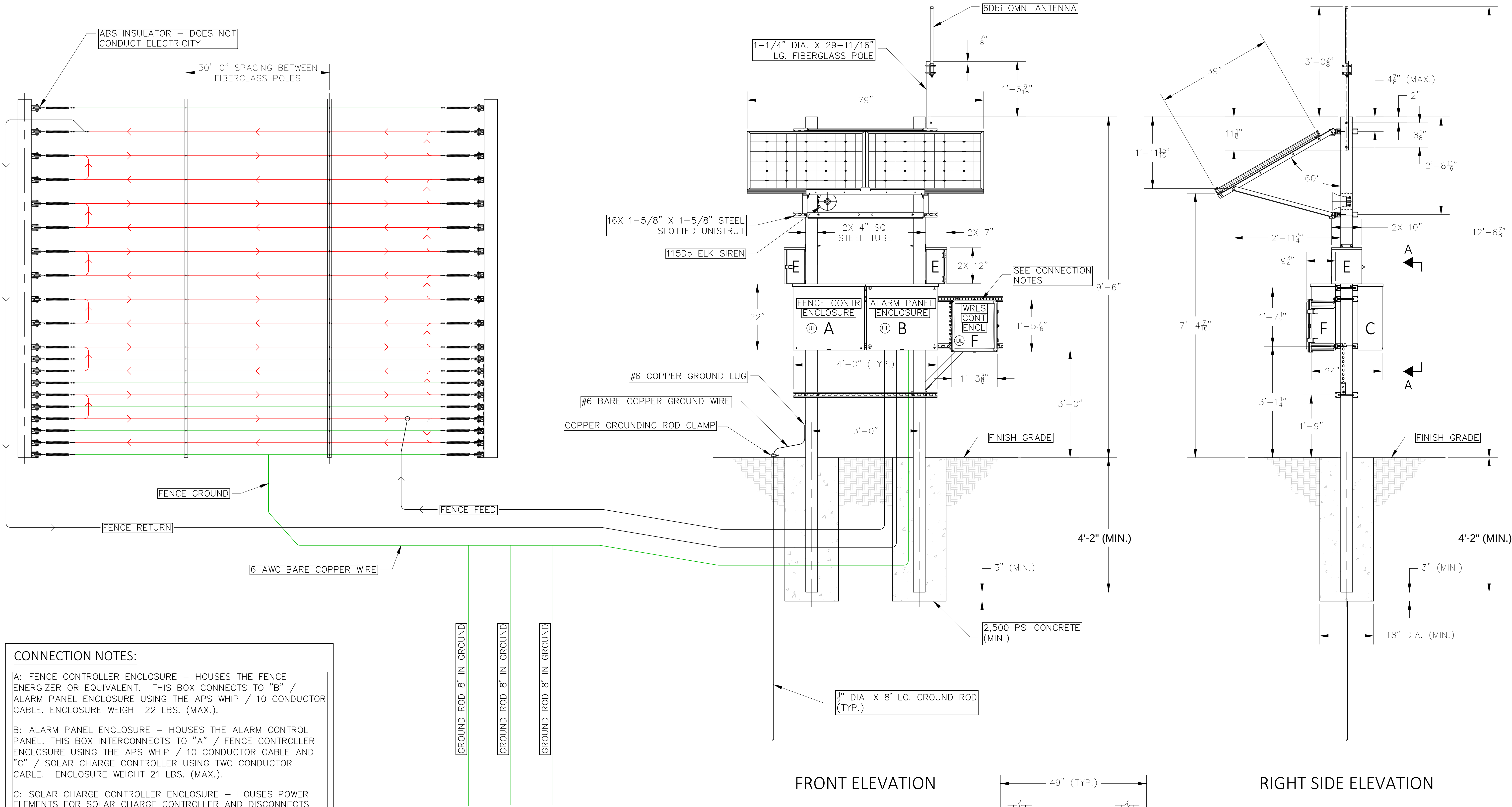
SHEET TITLE: TYPICAL DETAILS

APPLICANT: AMAROK
550 ASSEMBLY ST 5TH FL
COLUMBIA SC 29201
803-404-6189

DATE: 12/13/2022
DRAWN BY:
SCALE: SEE PLAN

SHEET
C2
of 3

WIRE RUN DETAILS & OUTSIDE MOUNTED ELECTRONICS/CONTROLLER WITH STEEL POLE DETAIL



CONNECTION NOTES:

A: FENCE CONTROLLER ENCLOSURE – HOUSES THE FENCE ENERGIZER OR EQUIVALENT. THIS BOX CONNECTS TO "B" / ALARM PANEL ENCLOSURE USING THE APS WHIP / 10 CONDUCTOR CABLE. ENCLOSURE WEIGHT 22 LBS. (MAX.).

B: ALARM PANEL ENCLOSURE – HOUSES THE ALARM CONTROL PANEL. THIS BOX INTERCONNECTS TO "A" / FENCE CONTROLLER ENCLOSURE USING THE APS WHIP / 10 CONDUCTOR CABLE AND "C" / SOLAR CHARGE CONTROLLER USING TWO CONDUCTOR CABLE. ENCLOSURE WEIGHT 21 LBS. (MAX.).

C: SOLAR CHARGE CONTROLLER ENCLOSURE – HOUSES POWER ELEMENTS FOR SOLAR CHARGE CONTROLLER AND DISCONNECTS FOR SOLAR, BATTERY, AND LOAD CONNECTIONS. POWER UP PROCEDURE: TURN ON BATTERY BREAKER FIRST, THEN TURN ON SOLAR BREAKER. THE ELECTRONICS POWER IS CONTROLLED BY BY THE LOAD BREAKER. ENCLOSURE WEIGHT 25 LBS. (MAX.).

D: BATTERY ENCLOSURE – HOUSES THE BATTERIES AND INTER-CONNECTS TO "C" / SOLAR CHARGE CONTROLLER ENCLOSURE USING TWO CONDUCTOR 14G AND 10G THWN WIRES. ENCLOSURE WEIGHT 50 LBS. (MAX.).

E: KEYPAD ENCLOSURE – HOUSES THE KEYPAD. THIS BOX INTERCONNECTS TO "A" USING 10 CONDUCTOR / 18 AWG WIRE. ENCLOSURE WEIGHT 12 LBS. (MAX.).

F: WIRELESS CONTROLLER ENCLOSURE – HOUSES THE WIRELESS RADIO CONTROLLER AND RELAYS. CONNECTS TO "C" / SOLAR CHARGE CONTROLLER ENCLOSURE USING TWO CONDUCTOR 14G THWN WIRES. ENCLOSURE WEIGHT 21 LBS. (MAX.).

GENERAL NOTE:

EQUIPMENT ARRANGEMENT AND ELEVATION SHOWN ARE FOR REFERENCE ONLY. ACTUAL EQUIPMENT ARRANGEMENT, SHAPE, SIZE, LOCATION, AND QUANTITY ARE CUSTOMER SITE SPECIFIC AND CAN VARY FROM DRAWING DEPICTION.

NOTES:

MOUNT 4 SILVER BOXES TO A PAIR OF HSS TUBE 4"x4"x10GA. (0.134" WALL THICKNESS) ASTM A500 GRADE B OR C 55KSI YIELD (MIN.) STEEL POLES. BOTTOM OF THE LOWEST BOX MUST BE A MINIMUM OF 3 FEET ABOVE GROUND LEVEL. THE SUPPORT POLES MUST BE EMBEDDED AT A MINIMUM OF 3'-10" BELOW GROUND LEVEL.

FRONT ELEVATION

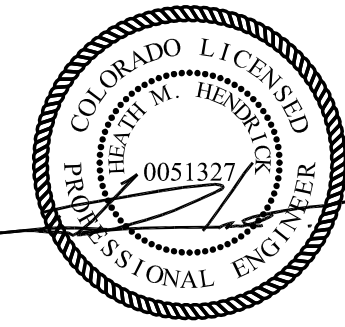
RIGHT SIDE ELEVATION

ASSEMBLY WEIGHT CHART

DESCRIPTION	WEIGHT (LBS.)
SOLAR PANELS	61.6
SOLAR PANEL MTG. KIT	27.0
UNISTRUT	108.8
OMNI ANTENNA ASSEMBLY	3.59
SIREN	1.5

ELECTRONICS ARMATURE

LOCATION	DESCRIPTIVE NAME
MAIN GATE	HEAD-END ELECTRONICS



DATE / DESCRIPTION

AMAROK
ULTIMATE PERIMETER SECURITY

PROJECT:
CRUISE AMERICA RV & SALES
4180 BUSCH PLACE
FREDERICK, CO 80504

SHEET TITLE: TYPICAL DETAILS

APPLICANT: AMAROK
550 ASSEMBLY ST 5TH FL
COLUMBIA SC 29201
803-404-6189

DATE: 12/13/2022
DRAWN BY:
SCALE: SEE PLAN

SHEET

C3

of 3







NOAL
et ut nd ook
IF YOU DON'T KNOW...
DON'T GO!
IN DOUBT? GET OUT!
EVER MOUNTAIN BIKES!

2-3