Town of Frederick
Board of Trustees Agenda

Frederick Town Hall
Board Chambers
401 Locust Street
Wednesday, September 17, 2025

Work Session 5:30 PM

Agenda
Regular Meeting 7:00 PM

Work Session 5:30 PM

A. Windshield Tour Follow Up

FURA Meeting - 6:00 pm

Work Session 6:30 pm

B. New Staff Introductions

Call to Order – Roll Call

Pledge of Allegiance

Approval of Agenda

Special Presentations

C. Fiber Update

Public Comment
This portion of the agenda is provided to allow members of the audience to provide comments to the Board of Trustees. Please sign in and you will be called. 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

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.

D. Approval of Minutes

Action Agenda

E. Resolution 25-R-52 Quarterly Grant Report -
Traci Garcia Castells, Grants Administrator

Mayor and Trustee Reports

Adjournment

Work Session

Call to Order – Roll Call

At 7:00 PM, Mayor Pro Tem Brown called the meeting to order and requested roll call. Present were Mayor Pro Tem Brown, Trustees Lamach, March, Padia, and Mahan. Also present were Town Manager Bryan Ostler, Assistant Town Manager Ryan Johnson, Town Attorney Jason Meyers, Town Clerk Tricia David, and Deputy Town Clerk Emily Nitcher.

Pledge of Allegiance

Approval of Agenda

The agenda was approved as submitted.

Special Presentations

No special presentations.

Public Comment

This portion of the agenda is provided to allow members of the audience to provide comments to the Board of Trustees. Please sign in and you will be called. 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.

Mr. Ostler reported that the only public comment requests pertained to the Shores at Plum Creek Public Hearing. Mayor Pro Tem Brown noted that public comment for this hearing would be opened later in the meeting.

Staff Reports

No staff reports.

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.

No consent agenda items.

Action Agenda

A. Resolution 25-R-48 A Resolution of the Board of Trustees of the Town of Frederick Setting Regular Meeting Dates -

Town Attorney Jason Meyers explained the item and the legal aspects.

A motion was made by Trustee March and seconded by Trustee Lamach to approve

Resolution 25-R-48 A Resolution of the Board of Trustees of the Town of Frederick Setting Regular Meeting Dates. Upon roll call vote, the motion passed 5-0.

B. Public Hearing: Resolution No. 25-R-46, Resolution No. 25-R-47, and Ordinance No. 1407: Resolutions of the Board of Trustees Approving Two Minor Subdivisions, a Preliminary Plat, and a Preliminary Development Plan, and an Ordinance of the Board of Trustees Approving The Shores on Plum Creek Zoning Map Amendment A
   - Open Public Hearing
   - Staff and Applicant Presentation
   - Public Comment
   - Board of Trustees Discussion and Questions
   - Close the Public Hearing

   Board of Trustees action on Resolution No. 25-R-46, Resolution No. 25-R-47, and Ordinance No. 1407 -
   Audem Gonzales, Senior Planner

At 7:05 PM, Mayor Pro Tem Brown opened the Public Hearing. Town of Frederick Senior Planner, Audem Gonzales presented. Rhonda Dick, Consultant with Hurst and Associates presented on behalf of the applicant. Professional Engineer Chris McGranahan spoke about the Colorado Department of Transportation access control plan for Highway 52. The applicant, Jon File spoke.

Mayor Pro Tem Brown opened public comment and the following residents made comments: David True, Virginia Shaw, Rob Alexander, Jim Lettis, Rick Cantwell, Ginger Shaw, Sally Kapp, and Mike Shaw. Mayor Pro Tem Brown closed the public hearing following public comment and discussion.

Mayor Pro Tem Brown closed the public hearing at 9:21 pm.

Mayor Pro Tem Brown requested direction for the items presented — Resolutions approving Two Minor Subdivisions, a Preliminary Plat, and a Preliminary Development Plan, and an Ordinance of the Board of Trustees Approving The Shores on Plum Creek Zoning Map Amendment A.

A motion was made by Trustee Padia and seconded by Trustee Mahan to approve Ordinance No. 1407 (with no conditions). Upon roll call vote, the motion passed 5-0.

A motion was made by Trustee Padia and seconded by Trustee Mahan to approve Resolution No. 25-R-46 (with no conditions). Upon roll call vote, the motion passed 5-0.

A motion was made by Trustee Padia and seconded by Trustee Lamach to approve Resolution No. 25-R-47 with the following conditions: Condition 1) The Preliminary Development Plan shall include the following provisions: "No residential building permit within 1000 feet of any new oil and gas wellhead or above-ground equipment shall be issued within 1 year from the starting date of production and no residential building permit within 600 feet of any new oil and gas wellhead or above-ground equipment shall be issued within 2 years from the starting date of production." Condition 2) The notification area is to be expanded to the north to include residents up to Hawk Preserve and adjacent to Weld County Road 16 1/2 and Weld County Road 3 1/4.

Upon roll call vote, the motion passed 5-0.

Mayor Pro Tem Brown called for a brief recess.

Discussion Agenda

The Board of Trustees took a brief recess following the public hearing and the meeting resumed at approximately 9:40 PM.

C. Housing Needs Assessment for Colorado Communities

Planning Managing Manager Ali Van Deutekom presented.

D. Downtown URA Creation

Economic Development Manager Max Daffron presented.

Mayor and Trustee Reports

Trustee Mahan expressed gratitude to Planning Manger Ali Van Deutekom for Senior Planner Audem Gonzales' work.
Mayor Pro Tem provided a meeting reminder — next week's meeting will be Tuesday (September 9th), the following week will be the Board's first Wednesday regular meeting (September 17th).
Trustee March announced that he would be running next week's meeting.
Mr. Ostler announced there will be two upcoming study sessions, one regarding the trending of Town revenues and one that will include a Roads Committee update.

Executive Session

No executive session.

Adjournment

There being no further business of the Board of Trustees, Mayor Pro Tem Brown adjourned the meeting at 10:13 PM.

Approved by the Board of Trustees:

ATTEST:

____
Tracie Crites, Mayor

____
Tricia David, Town Clerk

TOWN OF FREDERICK
Board of Trustees
Staff Report

Resolution 25-R-52 Quarterly Grant Report

Agenda Date: Board of Trustees September 17, 2025

Attachments: 1. Resolution - Grant Admin Report September 2025 Final

Reviewed By:

Action Type

1) Legislative: Actions that relate to subjects of a long term and general applicability; such as the passing of ordinances/resolutions/policies/etc.

Strategic Plan Alignment:

FISCALLY RESPONSIBLE GOVERNANCE– The Town of Frederick plans for, identifies, leverages, and utilizes resources that reflect exemplary stewardship for those who live in Frederick and those who will seek out Frederick in the future.
6.1 Create and implement a long-term financial model for the Town taking into account exist needs as well as planning for the future needs of the community.

Summary Statement:

This report will detail third quarter grant submissions, outline a grant calendar for strategic planning, and review the administration of awarded grants. These efforts ensure the Town's strategic initiatives are advanced in a timely manner.

Detail of Issue/Request:

Over the third quarter, the Grant Administrator collaborated with Town staff to develop grant submissions focusing on community vitality and public safety. The Police Department, along with the Carbon Valley/Mead Victim Assistance Coordinator, applied for 19th Judicial District Victim Assistance Law Enforcement (VALE) funding in the amount of $81,440 to support the continuing work of the program for twelve (12) months; staff anticipates serving 300 victims for the Carbon Valley area.

The Town’s Art Committee, along with the Town staff, identified an opportunity to provide additional access to music concerts. Staff applied to the National Endowment for the Arts (Grants for Arts Projects) to support the funding of (2) concerts in the amount of $10,000 at Miners Park during the summer of 2026. If awarded, the funding will support two (2) concerts. There is a 1:1 match. The Town recognizes the significant cultural and community benefits these projects bring to our residents, aligning with our shared vision for a vibrant and engaged community.

In addition to public safety and community vitality, staff will collaborate to develop a grant submission for the Energy Code Adoption and Enforcement Grant, for funding to help municipal governments adopt and comply with minimum energy codes. This grant will be used to update Frederick's current 2021 ICC energy code to the 2024 ICC Energy and associated codes. The grant is due November 28, 2025. We are requesting $25,000 with a required match of 20%.

The total grant submissions requested is $111,440.00 with local matches of $14,000.00.

Legal Comments:

NA

Alternatives/Options

•Approval of Resolution No.25-R-52: The Mayor is hereby authorized to execute the necessary documents and agreements to effectuate the submissions for the Carbon Valley, Mead VALE 19th Judicial District grant submission, the NEA grant submission, and the Colorado Energy Code Application and Enforcement Grant.
• Approval with Conditions: I move to approve resolution No. 25-R-52, which recommends the resolution with conditions for the following items:
•Denial: I move to deny resolution No. 25-R-52.

Financial Considerations

By pursuing these grants, the Town can fund important initiatives without relying on debt financing or additional budgeted funds.

Staff Recommendation

Staff recommends the Approval of Resolution No. 25-R-52: The Mayor is hereby authorized to execute the necessary documents and agreements to effectuate the submissions for the Carbon Valley, Mead VALE 19th Judicial District grant submission, the NEA grant submission, and the Colorado Energy Code Application and Enforcement Grant.

Community Impact

The grant submissions demonstrate respect by focusing on community vitality and public safety, showing a thoughtful regard for the well-being of residents. The Town's collaboration with the Art Committee and the Police Department shows respect for diverse community needs, from cultural enrichment to personal safety.

TOWN OF FREDERICK, COLORADO
RESOLUTION NO. 25-R-52

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF FREDERICK, COLORADO, APPROVING GRANT SUBMISSIONS FOR ADDITIONAL FUNDING

WHEREAS, the Town of Frederick is a community that fosters economic, recreational, cultural, and environmental vitality, and builds upon and enhances a variety of economic opportunities; and,

WHEREAS, the Town of Frederick plans for, identifies, leverages, and utilizes resources that reflect exemplary stewardship, which includes seeking grant opportunities to assist in the funding of various Town projects and initiatives; and,

WHEREAS, the Town of Frederick Grant Administrator's Office for July through November 2025 will submit various grants on behalf of the Frederick Building Department, Frederick Police Department; Federick Arts Committee; and,

WHEREAS, the submissions will be for additional funding to update Frederick's current 2021 ICC energy code to the 2024 ICC energy and associated codes; to support the Carbon Valley & Mead Victim Assistance Program; to provide additional concerts for the Frederick Arts Committee Music Series; and,

WHEREAS, the Frederick Grant Administrator's office recommends signing authority for Mayor Crites to approve grant awards if awarded.

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

Section 1. **Applications.** The following grant applications are pending:

- **NEA GAP Grant**, \$10,000; 1:1 match.
- **19th Judicial District Victim Assistance Law Enforcement Grant**, \$81,440.00.
- **Energy Code Adoption and Enforcement Grant Program**, \$20,000; 20% match.

Section 2. **Execution.** The Mayor is hereby authorized to execute necessary documents and agreements to effectuate Grant Awards, if funded, after review by the Town Attorney, as applicable.

Section 3. **Effective Date.** This resolution shall become effective immediately upon adoption.

Section 4. **Certification.** The Town Clerk shall certify the passage of this resolution and make not less than one copy of the adopted resolution available for inspection by the public during regular business hours.

INTRODUCED, READ, PASSED, AND ADOPTED THIS _____ DAY OF _____________, 2025.

ATTEST:

By ________________________________
Tricia David, Town Clerk

TOWN OF FREDERICK

By ________________________________
Tracie Crites, Mayor