



Built On What Matters

Town of Frederick Board of Trustees Agenda

Frederick Town Hall
Board Chambers
401 Locust Street
Wednesday, October 15, 2025

7:00 PM

Work Session 5:45 PM

**Agenda
Regular Meeting 7:00 PM**

FURA Meeting 5:30 PM

Work Session 5:45 PM

- A. Town Budget Expenses and CIP Presentation
- B. Court Strategic Plan Follow Up
- C. Benefit Renewal Update
- D. Trustee TeVelde Celebration of Service

Call to Order – Roll Call

Pledge of Allegiance

Approval of Agenda

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

- E. Admin Report -

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.

F. Approval of Minutes

G. Resolution 25-R-55 Informed Consent Regarding Special Counsel Representation of the Town -

Action Agenda

H. Youth Commission Request -
Jennifer Haessler, Finance Clerk

I. Boards, Committees, and Commissions Appointments -

J. Resolution 25-R-56 Agreement with St. Vrain Valley Schools Education Foundation for the Town of Frederick Scholarship -

Discussion Agenda

K. 2025 National Community Survey Results

Board of Adjustment - Action Item

L. 8546 Silver Birch Appeal -

Mayor and Trustee Reports

Adjournment



Built On What Matters

TOWN OF FREDERICK

Board of Trustees

Staff Report

Tracie Crites, Mayor

Kevin Brown, Mayor Pro Tem
Dan March, Trustee
Mark Lamach, Trustee

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

Court Strategic Plan Follow Up

Agenda Date: Board of Trustees October 15, 2025

Attachments: 1. 10032025 Court Strategic Plan Presentation

Reviewed By:

Action Type

4) Information: Items that require no specific action and are provided for informational purposes only.

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.

6.2 Demonstrate excellence in public stewardship through updating critical policies (i.e. personnel, procurement and financial policies) including developing a schedule for providing routine, timely updates to keep current with changing laws, trends and practices.

Summary Statement:

The Frederick Municipal Court Strategic Plan 2025–2030 provides a roadmap for strengthening efficiency, accessibility, and community trust. Developed collaboratively with staff and partner departments, this plan outlines our shared vision, priorities, and goals to guide the Court through the next five years.

Detail of Issue/Request:

The Municipal Court team has developed a five-year plan to address staffing needs, prepare for expected caseload growth, and modernize technology and services. Priorities include efficient governance, accessible and transparent services, innovation, community trust, and preparedness. Short-term actions focus on filling the Court Clerk vacancy, website updates, and baseline KPI collection, while mid- and long-term goals address e-ticketing integration, online service expansion, and capacity planning. This plan provides a clear roadmap to deliver fair, efficient, and fiscally responsible justice that meets the needs of Frederick’s growing community.

Legal Comments:

Not applicable.

Alternatives/Options

Not applicable

Financial Considerations

Not applicable

Staff Recommendation

Not applicable

Community Impact

Grounded in the FRED values, this plan ensures that all who come before the Court are treated with **fairness and dignity (Family)**, that services are delivered with **respect and compassion (Respect)**, and that individuals—especially youth—are given tools to succeed and avoid future offenses (**Empowerment**). By managing resources responsibly and continuously improving (**Dedication**), the Court strengthens community trust, reduces recidivism, and provides residents with a fair, transparent, and accessible justice system.



Frederick Municipal Court Strategic Plan 2025-2030

Tricia David, Town Clerk



Our Process

- May 16th, 2025
- Court Strategic Planning Mini Retreat
- Collective vision



Frederick Municipal Court Mission Statement

Creating a safe and secure community where people feel respected and have confidence in the municipal court.



Mission & Vision

- **Mission, continued**

- Deliver fair, efficient, and respectful justice
- Provide transparent services that inspire community confidence

- **Vision**

- Trusted, innovative court
- Enhance safety, reduce recidivism, empower positive choices



Core Values (FRED Lens)

- **Family** – Dignity and fairness for all
- **Respect** – Compassionate, rights-focused service
- **Empowerment** – Tools for better choices, especially youth
- **Dedication** – Wise, efficient use of resources



Current Context (2025)

- **Staffing:** Clerk vacancy, interim admin support
- **Caseload:** Growth; new high school impact by 2027–28
- **Technology:** Text reminders, increased online payments
- **Challenges:** Limited staff, infrastructure, preparedness
- **Opportunities:** Website upgrades, process streamlining, metrics



S.W.O.T. Analysis

Strengths	Weaknesses
• Strong judicial leadership, experienced judge • Support from Administrative Services • Established court procedures • Robust technology system • Willingness of other staff to help	• Recent vacancy in Court Clerk Role • Limited staff capacity • Combination of paper and electronic storage • Dependency on other departments • Limited public education or outreach
Opportunities	Threats
• Hire and train new clerk • Expand use of technology • Cross-training staff • Strengthen partnerships • Increase public trust •	• Continued staffing challenges or recruitment difficulties • Increasing case loads • Technology failures • Public perception concerns • Budget limitations

BUILT ON WHAT MATTERS



Strategic Goals – 2025-2030

- 1. Efficient Governance** – Records, processes, innovation
- 2. Accessible Services** – Website, FAQs, online resources
- 3. Technology Innovation** – E-ticketing, pre-check-in, data reporting
- 4. Community Trust** – Fair fines, recidivism reduction, outreach
- 5. Preparedness** – Emergency protocols, safety training, staffing triggers



Short-Term (2025–2026)

- Fill Clerk vacancy
- Publish mission, vision, values online
- Update website with FAQs & “What to Expect”
- Launch KPI tracking
- Conduct PD Standard Response Protocol training



Mid-Term (2027–2028)

- Implement e-ticketing Axon/Tyler
- Assess caseload from Silverstone and new school
- Expand online plea & pre-check-in tools
- Evaluate recidivism reduction programs



Long-Term (2029–2030)

- Reassess caseload growth & staffing needs
- Evaluate fiscal efficiency & service delivery
- Advance technology enhancements



Key Metrics (KPIs)

- Case resolution time
- Online payment rate
- Reduction in review hearings
- Recidivism (“Returning Defendant Report”)
- Caseload by category & resolution time
- Website usage (FAQs, resources)



Next Steps (2025)

- Q4 2025: Fill Clerk vacancy, begin KPI baseline
- Q1 2026: Publish mission/vision/values online
- Baseline data collection
- Plan Check-ins with Board



In Conclusion...

- **Commitment to:**
- Fiscal responsibility
- Innovation & efficiency
- Public trust and confidence

Building a stronger court for Frederick's future

Questions?



BUILT ON WHAT MATTERS



Town of Frederick

Admin Report 10.15.25

Upcoming Board of Trustees Meetings:

The following is the schedule for upcoming meetings, though topics are subject to be changed or rescheduled:

- October 15, 2025 – Regular Meeting
 - November 5, 2025 – Regular Meeting
 - December 3, 2025 – Regular Meeting
-



Effective, Efficient & Strategic Government Operations

- The Frederick PROST Commission met on October 8 to hear a detailed update on Go Outdoors Frederick, as well as the other various long-term strategic planning items associated with the Parks & Open Space Department.
- By investing in ongoing learning and training, the Communications & Engagement team is focused on improving service to the community. Recent training includes daily MailChimp webinars on marketing success, as well as CivicPlus webinars on building successful municipal websites.
- The Parks Director will be out from October 6 through November 17 for a medical procedure, with some time spent during that period working from home to keep apprised on operations. The interim Assistant Town Manager assigned to the Parks & Open Space Department can be contacted if related needs arise during that time.



Community and Economic Vitality

- Communications & Engagement and Economic Development have been partnering together to put together interviews and video for the Town's Annual Business Awards, which will be held in November.
- The following is a comparison of Building Division permit types and quantities from 2022 to present day.

Permit Types	2022	2023	2024	2025
Commercial Accessory Structure Permit	2	1	7	1
Commercial Addition Permit		1	4	4

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Commercial Alteration Permit	13	20	21	31
Commercial Demolition Permit	2	3		1
Commercial Electrical Permit	12	10	10	12
Commercial Foundation Permit	1	3	5	0
Commercial Mechanical Permit	6	7	4	3
Commercial New Construction Permit	4	9	12	9
Commercial Plumbing Permit	1	3	1	1
Commercial Roofing Permit		14	9	1
Commercial Solar/PV Permit			2	5
Communication Facility Permit	2			1
Sign Permit	6	8	11	22
Temporary Structure Permit		6	1	2
Residential Accessory Structure Permit	3	7	2	1
Residential Addition Permit	12	11	14	7
Residential Alteration Permit	42	31	21	18
Residential Electrical Permit	13	23	26	11
Residential Foundation Permit		1	2	0
Residential Mechanical Permit	82	102	110	66
Residential New Construction Permit	125	93	64	43
Residential Plumbing Permit	46	57	58	32
Residential Pool/Spa Permit	3	2		0
Residential Roofing Permit	23	2164	468	44
Residential Solar/PV Permit	105	65	70	22
Water Tap Permit				1
Total Permits	503	2641	922	338

- For a list of all active development applications currently under review by the Town’s Planning Department, Engineering Department, Legal Counsel, Frederick-Firestone Fire Protection District, and external review agencies, please follow these links to our [“What’s Developing”](#) map and webpage, [“Development Applications Under Review.”](#)



Dynamic, Inclusive & Connected Community

- Quarter three in Frederick is filled with community connection, from our Miners Day celebration to the start of fall event preparations:
 - Bingo, Burros, & Churros on September 19 brought out approximately 75 residents.
 - Miners Day was held on Saturday, September 20 and included 18 parade entries, 80 burros and racer teams, 72 market vendor and sponsor booths, 4 community performances, 4 bands, 11 food trucks, and countless community memories created. To top it all off, there was a fireworks show to end the day. Many Town departments come together each year to make this event happen—thank you, team! These large-scale events would also not be possible without support from community sponsors—thank you, sponsors!
 - Town event preparation:

- 83 sponsor applications.
- 154 market vendor applications.
- Preparation for Tiny Terror Town continues with finding judges for the pet costume contest, gathering supplies for the haunted house, and submitting permit applications.
- Preparation for Festival of Lights continues with securing vendors and beginning the permitting process.
- Landfill voucher distribution has begun as part of the Clean Up Days program. Volunteers are assisting on the high distribution days in the office.
- The Town of Frederick is making strides to ensure our digital spaces are accessible to everyone. Preparation is underway for an accessibility champions lunch & learn, scheduled for October 23, and work continues on ongoing web module consistency and accessibility.
- Communications & Engagement is expanding outreach and engagement with residents. From refreshing our weekly Frederick Flash to delivering monthly newsletters and daily social media updates, we are focused on keeping the community informed, connected, and engaged.
 - The Town's weekly electronic newsletter, the Frederick Flash, has been revamped for social media, which has increased our average social media reach from 388 impressions to 1,542 impressions and an increase in engagement from 0 to 14.
- Building strong partnerships with our regional and local organizations allows us to combine resources, share expertise, and deliver greater benefits to the community.
 - Staff recently participated in a regional Emergency Operations Center Exercise to strengthen our emergency readiness in the Town of Frederick.
 - Staff recently attended the Carbon Valley Community Foundation meeting on September 26.
 - Communications staff is assisting the Frederick Youth Commission with designing a logo for a 2026 event they are planning.



Strategic, Reliable and Sustainable Infrastructure

- The West Pump Station improvement project is now complete. This minor upgrade will improve operations of that station, which serves nearly the entire non-Town distribution system for non-potable water. It is also the first step for the Town to meet off-season return flow requirements under the newly changed Lower Boulder Water.



Safe and Secure

- Congratulations to Officers Grant, Nichols, and Shank on the successful completion of their field training programs! This intensive on-the-job training lasts several months and is designed to provide new officers with practical experience and refine the skills they learned in the academy, preparing them for the realities of daily patrol. Their dedication, hard work, and commitment to serving the Frederick community were evident throughout the entire process.

- Community Liaison Officer Esther Collins has been hard at work building community connections with residents and businesses alike through many community outreach events. On October 1, the department hosted its most successful Coffee with a Cop to date, visiting with approximately 25 residents about their concerns. Also in October, Officer Collins will attend a Halloween event at Colorado National Speedway, our own Tiny Terror Town, and the Frederick-Firestone Fire Rescue District pancake breakfast open house.



Fiscally Responsible Governance

- The Finance Department's current primary focus is on the assembly of the 2026 budget, as well as on the closing of the Meadowlark URA bond refinancing.



Town of Frederick Board of Trustees

Meeting Minutes

October 1, 2025

Work Session 5:30 PM

A. Land Use Code Update: Development Direction Feedback Request

Call to Order – Roll Call

At 7PM, Mayor Crites called the meeting to order and requested roll call. Present were Mayor Crites, Mayor Pro Tem Brown, and Trustees Lamach, Mahan, Padia, and March. 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

Mr. Ostler indicated there were 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.

Mayor Crites called for public comment. Frederick resident, Frank Moscioni, spoke about fiber internet construction to be installed in the Wyndham Hill neighborhood.

Staff Reports

B. Administrative Report -

Mr. Ostler thanked the team and the Board for the success of Miners Day. He also mentioned alternative dates and times for the Board mini-retreat where the Board will provide vision and goals for the next five years.

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.

A motion was made by Trustee Brown and seconded by Trustee Mahan to approve the Consent Agenda. Upon roll call vote, the motion passed 5-0.

C. Approval of Minutes

D. List of Bills -

- E. Resolution 25-R-53 Acceptance of Assignment of Development Obligations Regarding Memorandum of Agreement for Public Improvements for Meadowlark Business Park Filing 3 - Christine Francescani, Deputy Town Attorney
- F. Resolution 25-R-52 Quarterly Grant Report - Traci Garcia Castells, Grants Administrator

Action Agenda

- G. Resolution 25-R-54 Wyndham Hill Irrigation Pond Easement Consideration - Sarah Watson, Engineer

A motion was made by Mayor Pro Tem Brown and seconded by Trustee Lamach to approve Resolution 25-R-54 Wyndham Hill Irrigation Pond Easement Consideration. Upon roll call vote, the motion passed 5-0.

Discussion Agenda

Mayor Crites indicated there were no Discussion items.

Mayor and Trustee Reports

Mayor Crites announced that a Board Member had relocated outside of Frederick and was therefore no longer qualified to serve on the Board of Trustees. She requested Town Attorney Jason Meyers provide legal expertise and options for next steps.

Mr. Meyers reviewed applicable state statutes, presented options, and offered a recommendation for the Board's consideration.

The Board agreed to place a Discussion item on the next meeting agenda to provide staff with clear direction on filling the vacancy.

Adjournment

There being no further business of the Board of Trustees, Mayor Crites adjourned the meeting at 7:48 PM.

ATTEST:

Approved by the Board of Trustees:

Tracie Crites, Mayor

Tricia David, Town Clerk



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TOWN OF FREDERICK

Board of Trustees

Staff Report

Tracie Crites, Mayor

Kevin Brown, Mayor Pro Tem
Dan March, Trustee
Mark Lamach, Trustee

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

Resolution 25-R-55 Informed Consent Regarding Special Counsel Representation of the Town

Agenda Date: Board of Trustees October 15, 2025

Attachments:

1. Informed Consent
2. 25-R-55 Reso RE Informed Consent

Reviewed By:

Action Type

2) Administrative: Actions of routine nature that implement policies/directions or effectuate the functioning of government; such as contract approvals/granting of licenses and permits/etc.

Strategic Plan Alignment:



EFFECTIVE, EFFICIENT & STRATEGIC GOVERNMENT OPERATIONS - As an employer of choice, the Town of Frederick will lead the region in a culture of efficiency, innovation, and strategic partnerships in all municipal services to far exceed the community's expectations and exemplify the fact that Frederick is Built on What Matters, its people.

Summary Statement:

This is a request for approval of a resolution approving an informed consent and waiver of conflict of interest regarding special land use counsel Todd Messenger's continued representation of the Town.

Detail of Issue/Request:

When the Town transitioned to add an additional in-house attorney, Todd Messenger, special legal counsel to the Town on land use matters, remained in the position of special counsel at the direction of the Board in order that Mr. Messenger may continue to provide specialized support. While Mr. Messenger's support has become less necessary with the move to two in-house attorneys, he continues to provide valuable expertise.

Mr. Messenger is also long-time legal counsel to the Farmer's Reservoir and Irrigation Company ("FRICO"). There is not typically a conflict with this work and his work with the Town, but the Town Attorney's Office is currently working through a matter that has a FRICO element to it, for which FRICO wishes to have Mr. Messenger's representation. This matter is currently not adverse to the Town's interests and the Town Attorney's Office recommends that the Board approve the informed consent.

Legal Comments:

The matter on which Mr. Messenger will represent FRICO, while the Town Attorney's Office will continue to represent the Town's interest, is not currently adverse to the Town. Thus, the Town Attorney's Office recommends that the Board approve the informed consent. In the event FRICO and the Town's interests become adverse and a conflict of interest arises, the informed consent provides that Mr. Messenger will step away from representation of the Town to alleviate the conflict.

Alternatives/Options

- 1) The Board may approve the resolution, which will approve the informed consent.
- 2) The Board may choose not to take action on the request for resolution approval.

Financial Considerations

Financial considerations are not applicable to this request.

Staff Recommendation

Staff recommend that the Board approve the informed consent.

Community Impact

Mr. Messenger's continued service as special land use counsel is in the best interest of the Town.

Todd G. Messenger
(303) 894-4469
tmessenger@fwlaw.com

October 2, 2025

Via email to: cfrancescani@frederickco.gov;
JMeyers@frederickco.gov

Christine Francescani, Deputy Town Attorney
Town of Frederick, Colorado
401 Locust Street
P.O. Box 435
Frederick, Colorado 80530

Re: Informed Consent to Potential Conflict of Interest with Farmers Reservoir and Irrigation Company (“FRICO”)

Dear Christine:

The Town of Frederick is currently processing an application from Landsea Homes (“DEVELOPER”) for a development called Penrose - Savannah Outlot A&B (“PROJECT”). That application has been referred to The Farmers Reservoir and Irrigation Company (“FRICO”), which has ditch infrastructure that may be affected by the proposed Project. Through counsel, the Developer has objected to FRICO’s fees, procedures, and technical review.

Our firm serves as general counsel to FRICO. We have previously advised the Developer’s counsel that a full application with FRICO would be required by FRICO, and in our view, applicable Town of Frederick code, and we urged Developer’s counsel to discuss the matter with his client. It is our understanding that among other things, the Town ultimately negotiated the following condition of approval:

Prior to conditional acceptance and the issuance of the first building permit for the project, Owner shall resolve project impacts, if any, related to the Farmers Reservoir and Irrigation Company’s (“FRICO”) operation of the Stanley Ditch. To the extent any project impacts are identified, the Town shall in the exercise of its reasonable engineering judgment, determine whether such impacts require resolution, and if they do, whether Owner has resolved them.

The Town of Frederick has asked us to provide special land use counsel services regarding the Town’s requirement that the Developer provide, at the Developer’s cost, certain street improvements to mitigate the impacts of the Project. It would appear that the Town’s interests and FRICO’s interests are not currently adverse, and are not likely to become adverse. However, since it is possible that FRICO and the Town of Frederick could become adverse with respect to the requirements surrounding the referral of the Landsea applications for the Penrose development to FRICO, Rule 1.7 of the Colorado Rules of Professional Conduct (“CONFLICTS”).

Christine Francescani, Esq.

October 2, 2025

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RULE”) suggests that we should not represent either party with respect to that matter unless both parties provide informed consent in writing.

The Conflicts Rule provides:

(a) Except as provided in paragraph (b), a lawyer shall not represent a client if the representation involves a concurrent conflict of interest. A concurrent conflict of interest exists if:

(1) the representation of one client will be directly adverse to another client; or

(2) there is a significant risk that the representation of one or more clients will be materially limited by the lawyer's responsibilities to another client, a former client or a third person or by a personal interest of the lawyer.

(b) Notwithstanding the existence of a concurrent conflict of interest under paragraph (a), a lawyer may represent a client if:

(1) the lawyer reasonably believes that the lawyer will be able to provide competent and diligent representation to each affected client;

(2) the representation is not prohibited by law;

(3) the representation does not involve the assertion of a claim by one client against another client represented by the lawyer in the same litigation or other proceeding before a tribunal; and

(4) each affected client gives informed consent, confirmed in writing.

Our representation of the Town involves special land use counsel services on an as-requested, case-specific basis. Here, that representation would involve the allocation of the costs for street improvements (“COST ISSUES”) (a component of the Project is unlikely to affect FRICO), and our representation of FRICO as to FRICO’s technical review of the Project (and subsequent negotiation and execution of appropriate agreements) (“CANAL ISSUES”) would involve components of the Project that do not or overlap with the Cost Issues.

Additionally, it does not appear that our representation of FRICO would affect any other interests that are material to the Town, or vice-versa. Consequently, we reasonably believe that we will be able to provide competent and diligent representation to both the Town (as to the Cost Issues, and as to other matters unrelated to the Project, accepted on a case-by-case basis) and FRICO (as to the Canal Issues, and as to any other matter we address in our general counsel role).

Christine Francescani, Esq.

October 2, 2025

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Our concurrent representation of the Town and FRICO is not prohibited by law, nor would our concurrent representation of the Town and FRICO involve the assertion of a claim by one client against the other in litigation or another proceeding before a tribunal.

Based on our reasonable belief that we can provide competent and diligent representation to the Town and to FRICO, and that all other requirements of the Conflicts Rule are met, we respectfully request that the Town provide written consent to proceed with representing the Town (under the terms of our existing special land use counsel engagement letter, with fees adjusted per our 2025 notice of fee increase) with regard to the narrow Cost Issues, and FRICO as to the Canal Issues.

If you have any questions or concerns, please do not hesitate to call. If you are comfortable that the Town understands the potential conflict of interest and are willing to give informed consent to the conflict, please return an executed copy of this letter to our office. An authorized signature on this letter will be sufficient constitute the Town's consent.

If an actual conflict arises that cannot be consented to, we will advise you immediately, and we will withdraw from representing both the Town and FRICO with regard to all aspects of the Project. Moreover, if the Town opts to withdraw its informed consent at any time during the representation, please let us know immediately in writing. Such withdrawal would preclude us from representing either the Town or FRICO with regard to any aspect of the Project from the point of withdrawal forward.

Sincerely,
FAIRFIELD AND WOODS, P.C.



Todd G. Messenger, Esq.

The Town understands the potential conflict of interest and provides its informed consent to Fairfield and Woods, P.C.'s representation of the Town as to Cost Issues, and FRICO as to Canal Issues, pertaining to the Project.

Town of Frederick, Colorado,
a Colorado statutory town.

By: _____

Its: _____

Christine Francescani, Esq.

October 2, 2025

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Date: _____

**TOWN OF FREDERICK, COLORADO
RESOLUTION NO. 25-R-55**

**A RESOLUTION OF THE TOWN OF FREDERICK, COLORADO,
APPROVING INFORMED CONSENT**

WHEREAS, the Town of Frederick is committed to the principles of good governance; and,

WHEREAS, Todd Messenger represents the Town as special land use counsel on an as-needed basis, in support of the Town Attorney's Office; and

WHEREAS, Mr. Messenger also represents the Farmer's Reservoir and Irrigation Company ("FRICO") separately; and

WHEREAS, the Town Attorney's Office is currently working on a matter that has a FRICO element to it, for which FRICO wishes to have Mr. Messenger's representation; and

WHEREAS, this matter is currently not adverse to the Town's interests; and

WHEREAS, the Town desires to approve an Informed Consent to allow for Todd Messenger to continue to represent the Town on land use matters and the Farmer's Reservoir and Irrigation Company, in order to provide continuity in the administration and legal representation for the Town of Frederick to best serve the public interest; and,

WHEREAS, in the event a conflict of interest with the Town arises in this representation, Mr. Messenger will cease the representation of the Town that is associated with the conflict; and

WHEREAS, execution of the Informed Consent will benefit the Town, its residents, and taxpayers, by promoting effectiveness and expertise in legal representation.

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

Section 1. The Board of Trustees approves the Informed Consent as it is presented in Exhibit A and authorizes the Mayor to execute the same.

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

Section 4. Repealer. All resolutions, or parts thereof, in conflict with this resolution are hereby repealed, provided that such repealer shall not repeal the repealer clauses of such resolution nor revive any resolution thereby.

Section 5. Certification. The Town Clerk shall certify 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 15TH DAY OF OCTOBER 2025.

ATTEST:

TOWN OF FREDERICK

By: _____
Tricia David, Town Clerk

By: _____
Tracie Crites, Mayor



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TOWN OF FREDERICK

Board of Trustees

Staff Report

Tracie Crites, Mayor

Kevin Brown, Mayor Pro Tem
Dan March, Trustee
Mark Lamach, Trustee

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

Youth Commission Request

Agenda Date: Board of Trustees October 15, 2025

Attachments: 1. Frederick Youth Day Presentation

Reviewed By: Bryan Ostler, Town Manager

Action Type

2) Administrative: Actions of routine nature that implement policies/directions or effectuate the functioning of government; such as contract approvals/granting of licenses and permits/etc.

4) Information: Items that require no specific action and are provided for informational purposes only.

Strategic Plan Alignment:



DYNAMIC, INCLUSIVE & CONNECTED COMMUNITY– Frederick is represented by diverse nonprofit, cultural, business, and geographic participation. Residents actively engage in activities and initiatives; they are encouraged and supported to address important community needs and issues.

3.1 Implement new ways to increase accessibility for public engagement including both traditional and non-traditional means.

3.2 Foster and improve the quality of our relationships with all regional partners seeking ways to collaborate and leverage resources.

Summary Statement:

The Youth Commission is aiming to promote mental and physical health awareness through community partnership. This request is for a proposed event that supports that increased awareness.

Detail of Issue/Request:

Event objective:

Main:

1.Promote mental and physical health awareness through community partnership

Other:

2.Celebrate Frederick-area youth

3.Encourage teen talent, creativity, and teamwork

4.Foster a sense of connection through music, food, and film

Legal Comments:

N/A

Alternatives/Options

At this point, Staff intend to seek guidance from the Board after receiving the presentation. While no formal budget request or resolution is accompanied at this time, is the Board is supportive, Staff wish to come back in early 2026 with an update on the fundraising request. A subsequent budget request may be necessary in the future. If the Board is supportive of this initiative, a simple motion directing Staff to proceed with initial planning should be sufficient. Alternatively, if the Board is not comfortable with this initiative as presented, Staff would seek feedback on how to proceed going forward.

Financial Considerations

The youth commission is requesting \$10,850 from the board with the intention of securing 50% of funds through sponsorships. Our intention is to have the other 50% funded through a grant which will cover anything directly tied to health and wellness.

Staff Recommendation

Staff recommendation is to approve the budget of \$10,850 with the intention of paying the full amount from town budget.

Community Impact

We are empowering our youth to create an event that builds confidence in others through encouragement and motivation.



Frederick Youth Day 2026

Proposed area-wide event brought to you by the Frederick Youth Commission

BUILT ON WHAT MATTERS



Mission Statement

This commission is dedicated to fostering an inclusive community in the Carbon Valley Area by empowering and serving youth, creating opportunities for their growth and development, and ensuring that their voices are heard and valued.



25-26 Strategic Plan

Dynamic, Inclusive & Connected Community

Frederick is represented by diverse nonprofit, cultural, business, and geographic participation. Residents actively engage in activities and initiatives; they are encouraged and supported to address important community needs and issues.

3.1 Implement new ways to increase accessibility for public engagement including both traditional and non-traditional means



Event Details

- Presented by: Frederick Youth Commission
- Date: Saturday, August 8th, 2026
- Time: 4:00-11:00 PM
- Location: Centennial Park, Frederick, CO
- Target Audience: Ages 13-18



Event Objectives

Main:

1. Promote mental and physical health and awareness through community partnership

Other:

2. Celebrate Frederick-area youth
3. Encourage teen talent, creativity, and teamwork
4. Foster a sense of connection through music, food, and film



Event Timeline

4:00 – 4:30 PM	Check-In & Swag Bag Pickup
4:00 – 8:00 PM	Drop-In Wellness Vendor Zone
4:00 – 8:30 PM	Dinner & Chill Hour
4:30 – 6:30 PM	Team Sports Tournaments
5:00 – 5:45 PM	Zumba Pop-Up
6:00 – 6:45 PM	Teen Yoga & Breathworks Session
6:30 – 7:30 PM	Teen Talent Showcase
8:30 – 10:30 PM	Outdoor Movie Screening
10:30 – 11:00 PM	Closing Remarks & Prize Giveaways

Activity and Engagement Zones

Mind Recharge Zone

- Hosted by: Counseling Center at Carbon Valley or SVVSD Health Services, UC Health
- Journaling and coloring pages
- Fidget/stress relief items
- Mental Health Pledge Wall
- Tie-dye station
- Info on local teen mental health services

Active Sports Zone

- Mini soccer tournament and shootout
- Drop-in volleyball games (rotating teams)
- Step counter challenge (win a prize)
- Spikeball, cornhole, giant jenga
- 5k run by CVPRD and teen volunteers

Activity and Engagement Zones Cont'd

Mind-Body Zone

- Yoga mats & beginner poses
- Guided mindfulness and breathing sessions
- Calm music and stretch breaks
- Hosted by: Rogue yoga, Sol yoga, Sattva Yoga

Food and Chill Zone

- Food Trucks (4:30 – 8:30 PM)
Biscuits @ Mike's
Butcher & The Blonde
On the Hook Fish & Chips
Maui Wowi (Smoothie/Coffee Cart)
Gator Tails
- Free water & lemonade station
- \$5 food voucher per registered teen
- Picnic space for friends to relax before the movie



Swag Bags

- Offered to the first 200 teens
- Include:
 - Event branded t-shirt (ready to tie-dye)
 - Reusable water bottle with event sticker
 - Gratitude journal page of mental health prompt
 - Local resource flyer (hotline, teen services)
 - Fidget toy or sticker pack
 - \$5 food voucher



Outdoor Movie Night

- Movie: Spider-Man: Across the Spider-Verse
- Time: 8:30-10:30pm
- Movie Rights: Licensed via Swank Motion Pictures (~\$400)
- Vendor: FunFlicks Colorado
 - 21' inflatable screen
 - Full AV setup



Budget Summary

Budget Summary	
Item	Cost Estimate
Stage & Sound	\$2,000
Movie Screen + AV	\$450
Movie License	\$400
Swag Bags (200 Teens)	\$2,500
Food Vouchers (\$5 x 200)	\$1,000
Sports Equipment & Prizes	\$1,000
Talent Showcase Prizes	\$500
Activity Supplies & Craft Materials	\$1,000
Health Station Materials	\$500
Marketing & Printing	\$500
Miscellaneous / Contingency	\$500
Total Estimated Cost	~\$10,850

BUILT ON WHAT MATTERS



Next Steps

If supported:

The Youth Commission will move forward with event planning and begin pursuing sponsorships and grant opportunities.

If tabled:

Staff requests guidance on desired adjustments and timeline for resubmitting the proposal for consideration.

Questions



BUILT ON WHAT MATTERS



Built On What Matters

TOWN OF FREDERICK

Board of Trustees

Staff Report

Tracie Crites, Mayor

Kevin Brown, Mayor Pro Tem
Dan March, Trustee
Mark Lamach, Trustee

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

Boards, Committees, and Commissions Appointments

Agenda Date: Board of Trustees October 15, 2025

Attachments: None

Reviewed By:

Action Type

2) Administrative: Actions of routine nature that implement policies/directions or effectuate the functioning of government; such as contract approvals/granting of licenses and permits/etc.

Strategic Plan Alignment:



DYNAMIC, INCLUSIVE & CONNECTED COMMUNITY– Frederick is represented by diverse nonprofit, cultural, business, and geographic participation. Residents actively engage in activities and initiatives; they are encouraged and supported to address important community needs and issues.

3.1 Implement new ways to increase accessibility for public engagement including both traditional and non-traditional means.

3.2 Foster and improve the quality of our relationships with all regional partners seeking ways to collaborate and leverage resources.

Summary Statement:

Staff is submitting candidates for appointment to the Town of Frederick Boards, Commissions, and Committees.

Detail of Issue/Request:

Trustee Padia, along with various staff members, participated in an interview panel on September 16, 2025, to fill vacancies on the Town's Boards, Commissions, and Committees.

Legal Comments:

Not Applicable

Alternatives/Options

The Board of Trustees may choose to appoint the candidates or request staff continue to advertise the vacancies.

Financial Considerations

Not Applicable

Staff Recommendation

Following the interviews, the panel recommends the following appointments:

Planning Commission — One vacancy

The panel recommends the appointment of Rebecca Langford.

Frederick Historic Preservation Committee — One vacancy

The panel recommends the appointment of Juliana McDonald.

Additionally, Planning Commissioner Scott, whose term expires in October 2025, has applied for reappointment and is scheduled for an interview by October 15, 2025.

Finally, the terms for Historic Preservation Commissioner Cave and Planning Commissioner Kelley expire in December 2025. Staff recommends the Board consider extending these terms to align with the Town's May/October programming cycles.

Community Impact

Appointing these commission and committee members will play a vital role in driving engagement, encouraging collaboration, and empowering residents to take an active role in shaping their environment.



Built On What Matters

TOWN OF FREDERICK

Board of Trustees

Staff Report

Tracie Crites, Mayor

Kevin Brown, Mayor Pro Tem
Dan March, Trustee
Mark Lamach, Trustee

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

Resolution 25-R-56 Agreement with St. Vrain Valley Schools Education Foundation for the Town of Frederick Scholarship

Agenda Date: Board of Trustees October 15, 2025

Attachments:

1. Town of Frederick Scholarship Guidelines 2026 - Exhibit A
2. Town of Frederick Scholarship - 2025 Scholarship Agreement (Annual) - Exhibit B
3. 25-R-56 Reso RE Scholarship Agreement

Reviewed By:

Action Type

2) Administrative: Actions of routine nature that implement policies/directions or effectuate the functioning of government; such as contract approvals/granting of licenses and permits/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.

6.2 Demonstrate excellence in public stewardship through updating critical policies (i.e. personnel, procurement and financial policies) including developing a schedule for

providing routine, timely updates to keep current with changing laws, trends and practices.

Summary Statement:

With Board of Trustee approval, the Town of Frederick is entering into an agreement with the St. Vrain Valley Schools Education Foundation to manage the Town's High School Scholarship program, ensuring professional administration, transparent selection, and continued support for local students pursuing higher education.

Detail of Issue/Request:

This is a request for the Board to authorize an agreement with the St. Vrain Valley Schools Education Foundation (SVVSEF) to administer the Town of Frederick High School Scholarship program—handling application intake, eligibility verification, impartial selection, fund custodianship, and award disbursement.

Legal Comments:

The Town Attorney's Office has reviewed all documents and found them satisfactory.

Alternatives/Options

The alternative option would be for Town staff to continue managing the scholarship program. The proposed partnership with SVVSEF was selected instead due to their greater efficiency and capacity, as well as their ability to track and support student progress throughout the application process.

Financial Considerations

Not Applicable.

Staff Recommendation

Staff recommends partnering with SVVSEF to leverage their streamlined online application platform and extensive experience managing a portfolio of more than forty scholarships.

Community Impact

Partnering with SVVSEF ensures all eligible students have equal access to a wide range of scholarships through a standardized, transparent application process.

EXHIBIT A



St. Vrain Valley Schools EDUCATION FOUNDATION

Scholarship Name: Town of Frederick Scholarship

Award: Four (4) awards of \$2,000 each

Background: The Town of Frederick Board of Trustees established the Town of Frederick Scholarship in 2008. This scholarship is awarded to Frederick residents that are graduating seniors. This scholarship awards each recipient \$2,000 per year for four years for post-secondary educational expenses, provided that the recipient is able to meet the ongoing eligibility requirements.

Eligibility Requirements:

- Be a high school senior at a St. Vrain Valley Schools high school
- Be planning to enroll as a full-time student at an accredited **trade/vocational school, two-year or four-year college/university**, located in the United States beginning the fall of 2026
- Be a resident of the Town of Frederick
- Demonstrate excellence in extra-curricular activities

Application Process:

Step 1: Complete the general scholarship application on the St. Vrain Valley Schools Education Foundation (SVVSEF) website (www.stvrainfoundation.org/scholarships). You will be required to submit the following information:

- **Application Information** to include name, address, phone number, email address, high school, GPA, high school transcript, graduation date and name of college, university or trade/vocational school the student will be attending.
- **Financial Need** One to two paragraphs explaining the students financial aid situation or financial need. In addition, if available FAFSA Submission Summary and Student Aid Index (SAI).
- **High School Activities, Honors and Awards**
- **Leadership Positions**
- **Volunteer and Community Service Record**
- **Paid Work Experience or Caring for a Family Member Experience** (if applicable)

Step 2: Complete the **Town of Frederick Scholarship** application via SVVSEF scholarship platform.

- **Personal Essay** that is 1,000 words or less that has been written by you
 - Describe what the Town of Frederick brand promise mean to you and how your continued education will help you personally.

Town of Frederick Brand Promise - Build on What Matters

We believe in rolling up our sleeves not just for ourselves, but for others.

We believe in playing outside until the stars flicker on and protecting the hallowed ground of childhood.

We believe in a lifelong commitment to actions as good as our intentions.

We believe in the power of our voices and the obligation of our hearts to form a strong foundation.

We believe we're onto something that's worth all we can give it. Here, the life we dream is ours to create.

- **Letter of Recommendation to include:**
 - One academic letter of recommendation from a teacher, administrator or counselor
- **Qualification Preference:** (Not required to apply, but the selection committee will take this into consideration when they make the scholarship award selection.)
 - Have a 3.0 grade point average or higher
 - Be a student that has taken college preparatory curriculum



St. Vrain Valley Schools
EDUCATION FOUNDATION

Annual Scholarship Agreement

This Agreement is entered into on this **1st** day of **October, 2025**, by and between the **St. Vrain Valley Schools Education Foundation** (hereinafter "SVVSEF"), a nonprofit 501(c)(3) organization, and **Town of Frederick** (hereinafter "Donor").

I. Purpose

The Donor wishes to establish an annual scholarship to benefit students of the St. Vrain Valley Schools, in accordance with the criteria outlined below.

II. Donation Terms

The Donor agrees to contribute **\$8,400.00** to SVVSEF for the purpose of funding the **Town of Frederick Scholarship**. The donor will confirm the intent to fund the scholarship each year by November 1st prior to the graduating year. Payment shall be received no later than March 1st in order to fund the award for the current scholarship cycle.

All contributions made under this Agreement are irrevocable and become the sole property of SVVSEF upon receipt. Donated funds may not be returned to the Donor under any circumstances, in accordance with federal nonprofit regulations and SVVSEF policy.

III. Scholarship Administration

SVVSEF agrees to administer the scholarship according to the following criteria:

Scholarship Name: Town of Frederick Scholarship

Award Amount: \$2,000.00

Number of Recipients: Four (4)

Eligibility Criteria:

- Be a high school senior at a St. Vrain Valley Schools high school
- Be planning to enroll as a full-time student at an accredited trade/vocational school, two-year or four-year college/university, located in the United States beginning the fall of 2026
- Be a resident of the Town of Frederick
- Demonstrate excellence in extra-curricular activities



St. Vrain Valley Schools EDUCATION FOUNDATION

Scholarship recipient selection process (choose one):

- ☐ **SVVSEF Review Board Selection:** Recipient(s) will be selected through SVVSEF's established scholarship review process.
- ☐ **Donor Selection:** SVVSEF will send eligible applications to the Donor for review. The Donor will notify SVVSEF of their selected recipient(s) by the provided deadline. If the Donor does not respond by the deadline, SVVSEF will proceed with recipient selection in accordance with its standard process. SVVSEF can assist by leading the decision meeting to select the recipient(s) if requested by the Donor.

IV. Administrative Fee

A 5% administrative fee will be assessed on the scholarship amount awarded each year to support administrative costs, including application processing, donor and recipient communication, financial disbursement, and reporting. This fee is subject to change; the Donor will be notified in writing of any future adjustments.

V. Term and Renewal

This Agreement shall remain in effect for one year and may be renewed annually upon mutual agreement by both parties. The Agreement may be amended at any time by mutual written consent.

If the Donor elects not to renew the scholarship in a future year, any remaining unused funds (if applicable) will be used in a manner consistent with the Donor's original intent to support student scholarships, unless otherwise directed in writing. As stated above, no contributed funds will be returned to the Donor under any circumstances.

VI. Recognition

The scholarship shall be recognized in all materials and announcements as the **Town of Frederick Scholarship**. The Donor may also be acknowledged in Foundation publications and events.

VII. Non-Discrimination and Values Alignment

SVVSEF is committed to fostering an inclusive, supportive educational environment. The Foundation offers scholarships that reflect the diverse backgrounds, identities, and experiences of St. Vrain Valley students. Criteria may include, but are not limited to, academic performance, financial need, leadership, community engagement, and support for students from underrepresented populations.

SVVSEF administers all scholarships in accordance with applicable federal and state laws governing non-discrimination and equal opportunity.



St. Vrain Valley Schools EDUCATION FOUNDATION

By entering into this Agreement, the Donor affirms understanding of and respect for SVVSEF's mission, values, and scholarship selection processes. Any conduct constituting harassment, discrimination, or undue influence in violation of these principles may result in termination of this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first above written.

Donor:

Signature: _____ Date: _____

Name: _____

St. Vrain Valley Schools Education Foundation:

Signature: Lark Rambo Date: 10/1/2025

Lark Rambo
Executive Director

**TOWN OF FREDERICK, COLORADO
RESOLUTION NO. 25-R-56**

**A RESOLUTION OF THE TOWN OF FREDERICK, COLORADO,
AUTHORIZING THE MAYOR TO EXECUTE THE ST. VRAIN
VALLEY SCHOOLS EDUCATION FOUNDATION ANNUAL
SCHOLARSHIP GUIDELINES AND AGREEMENT**

WHEREAS, the Town of Frederick is committed to the principles of good governance; and,

WHEREAS, pursuant to Ordinance 557, the Town of Frederick Board of Trustees established the Town of Frederick Scholarship in 2008; and

WHEREAS, pursuant to Ordinance 1127, the Scholarship awards funds apply to post-secondary educational expenses for resident graduating high school seniors attending an accredited high school or accredited home-schooling program in Colorado; and

WHEREAS, the Town wishes to accept Annual Scholarship Guidelines, attached hereto as Exhibit A, provided by the St. Vrain Valley Schools Education Foundation for the purpose of administering the Town of Frederick Scholarship; and

WHEREAS, the Town wishes to execute the Annual Scholarship Agreement, attached hereto as Exhibit B, with St. Vrain Valley Schools Education Foundation for the purpose of funding and administering the Town of Frederick Scholarship; and

WHEREAS, acceptance of the scholarship guidelines and execution of the Annual Scholarship Agreement will benefit the Town, its residents, and taxpayers, by promoting a dynamic, inclusive, and connected community.

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

Section 1. The Board of Trustees accepts the Annual Scholarship Guidelines and approves the Agreement as it is presented in Exhibits A and B and authorizes the Mayor to execute the Agreement.

Section 2. Effective Date. This resolution shall become effective immediately upon

adoption.

Section 3. Repealer. All resolutions, or parts thereof, in conflict with this resolution are hereby repealed, provided that such repealer shall not repeal the repealer clauses of such resolution nor revive any resolution thereby.

Section 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 15TH DAY OF OCTOBER 2025.

ATTEST:

TOWN OF FREDERICK

By: _____
Tricia David, Town Clerk

By: _____
Tracie Crites, Mayor



Built On What Matters

TOWN OF FREDERICK

Board of Trustees

Staff Report

Tracie Crites, Mayor

Kevin Brown, Mayor Pro Tem
Dan March, Trustee
Mark Lamach, Trustee

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

2025 National Community Survey Results

Agenda Date: Board of Trustees October 15, 2025

Attachments: 1. The NCS Presentation Frederick 2025

Reviewed By: Bryan Ostler, Town Manager

Action Type

4) Information: Items that require no specific action and are provided for informational purposes only.

Strategic Plan Alignment:

Dynamic, Inclusive & Connected Community - Residents are encouraged and supported to address important community needs and issues.

Summary Statement:

Polco will present results of the 2025 National Community Survey which focuses on the facets of Community Livability. The presentation will include survey methodology, benchmark comparisons, and provide insight into the level of resident satisfaction.

Detail of Issue/Request:

The Town of Frederick partnered with Polco to conduct the **2025 National Community Survey**. Beginning June 16, 2025, survey mailings were sent to 3,000 randomly selected households, with the survey remaining open for six weeks. In addition to this randomly selected "probability sample," the Frederick Communications and

Engagement team promoted a community-wide online version of the survey. This “open participation” survey was available to all residents from July 14, 2025, through July 28, 2025.

The purpose of the community survey is to measure resident satisfaction in ten main facets of livability: Economy, Utilities, Safety, Parks and Recreation, Community Design, Natural Environment, Health and Wellness, Mobility, Inclusivity and Engagement, and Education, Arts, and Culture. The survey provides valuable insights from residents that help elected officials make well-informed decisions for the community.

Legal Comments:

None

Alternatives/Options

The results of the 2025 National Community Survey will be published on the Town’s website to share with our community. Through our subscription with Polco, the Town also has the ability to conduct additional polls and surveys to gain deeper insights into resident opinions and perceptions.

Financial Considerations

None

Staff Recommendation

It is recommended that we establish a three-year survey cycle to ensure we continue to track and understand community satisfaction over time.

Community Impact

We are committed to keeping our community’s voice at the center of everything we do. The feedback we receive plays a vital role in shaping Frederick’s priorities and guiding our strategic planning efforts, ensuring that the direction of our town reflects the needs and aspirations of the people we serve.

THE NCS™

THE NATIONAL COMMUNITY SURVEY™

Frederick, CO

The National Community Survey™

2025 Results





Civic Communication & Analytics Platform

Smarter, better-connected communities. A civic surveying, policy polling, and constituent communication tech platform.

Visit us online at
polco.us



Advanced Survey Science & Performance Analytics

Data insights to help communities move forward. The premiere provider of professional civic surveys and performance benchmarking analyses.

Partners with:



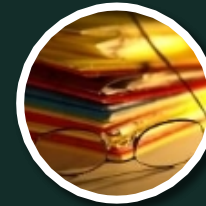
Resident Surveys in Local Governance



**Monitor trends
in resident
opinion**



**Measure
government
performance**



**Inform budget,
land use,
strategic
planning
decisions**

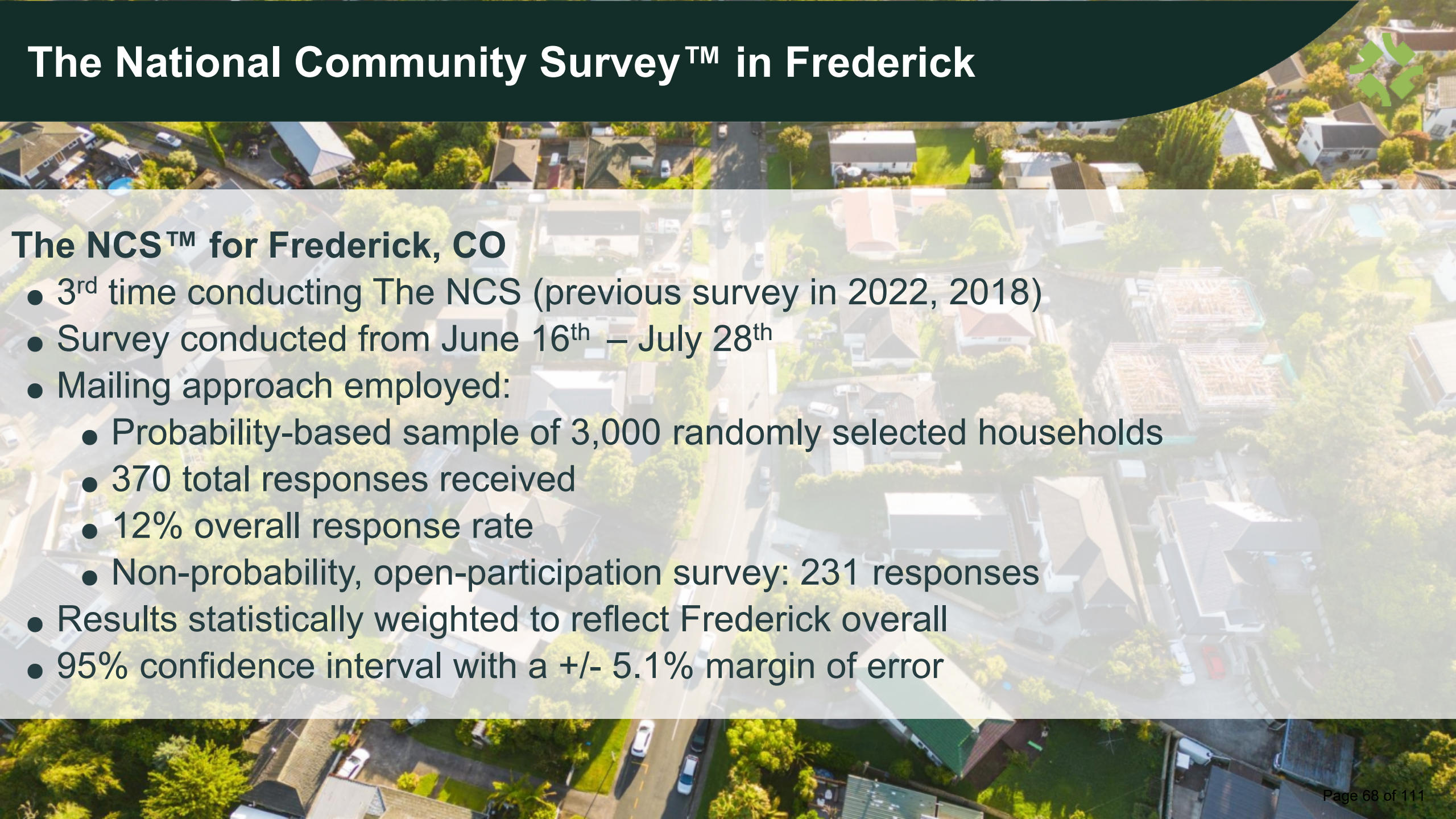


**Benchmark
against other
communities**

The NCS™ Facets of Community Livability



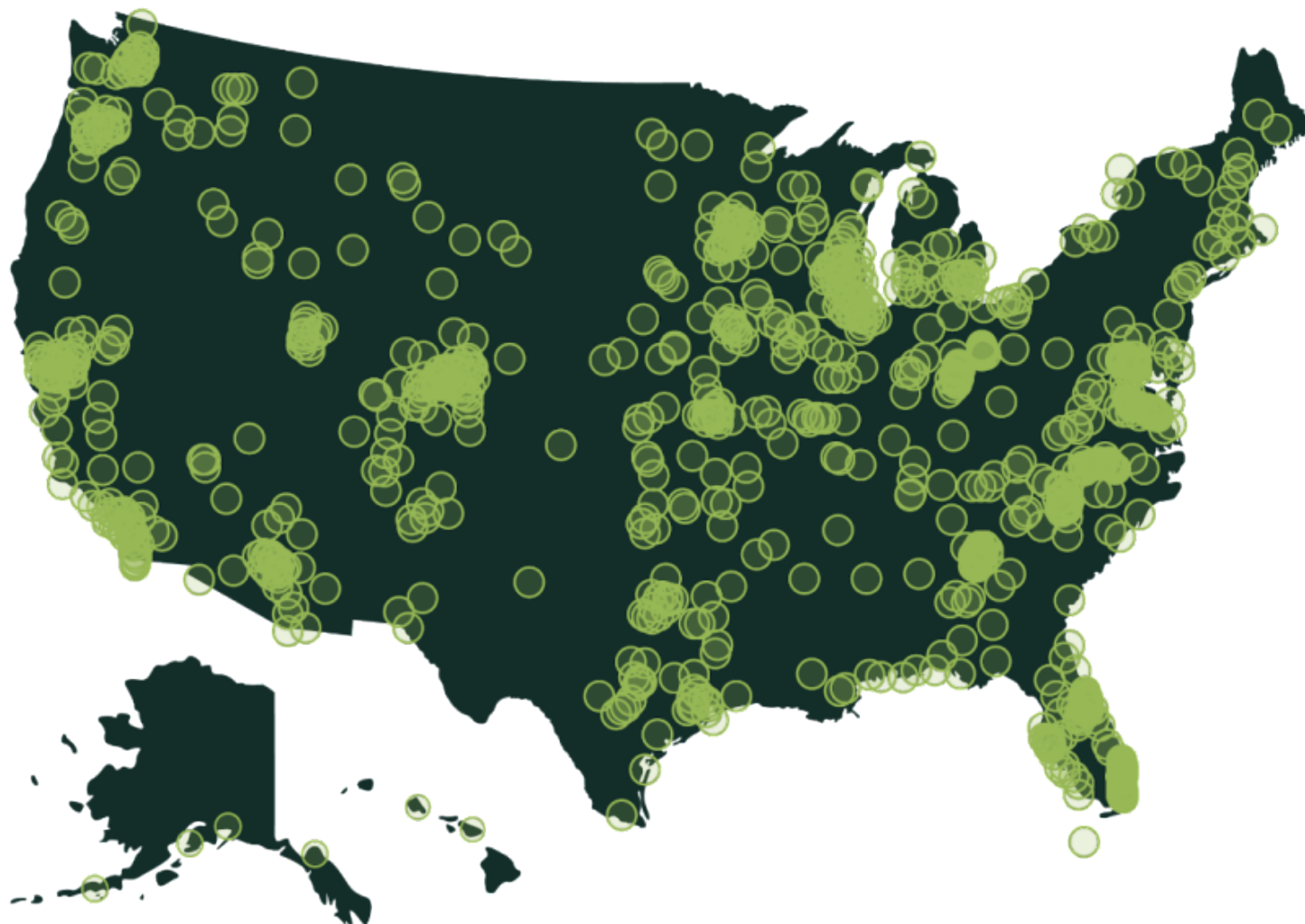
The National Community Survey™ in Frederick



The NCS™ for Frederick, CO

- 3rd time conducting The NCS (previous survey in 2022, 2018)
- Survey conducted from June 16th – July 28th
- Mailing approach employed:
 - Probability-based sample of 3,000 randomly selected households
 - 370 total responses received
 - 12% overall response rate
 - Non-probability, open-participation survey: 231 responses
- Results statistically weighted to reflect Frederick overall
- 95% confidence interval with a +/- 5.1% margin of error

Polco's Benchmarking Database



More than
500
comparison
communities
across the
nation.

Representing
the opinions
of more than
50 million
residents.



Overview of Survey Results

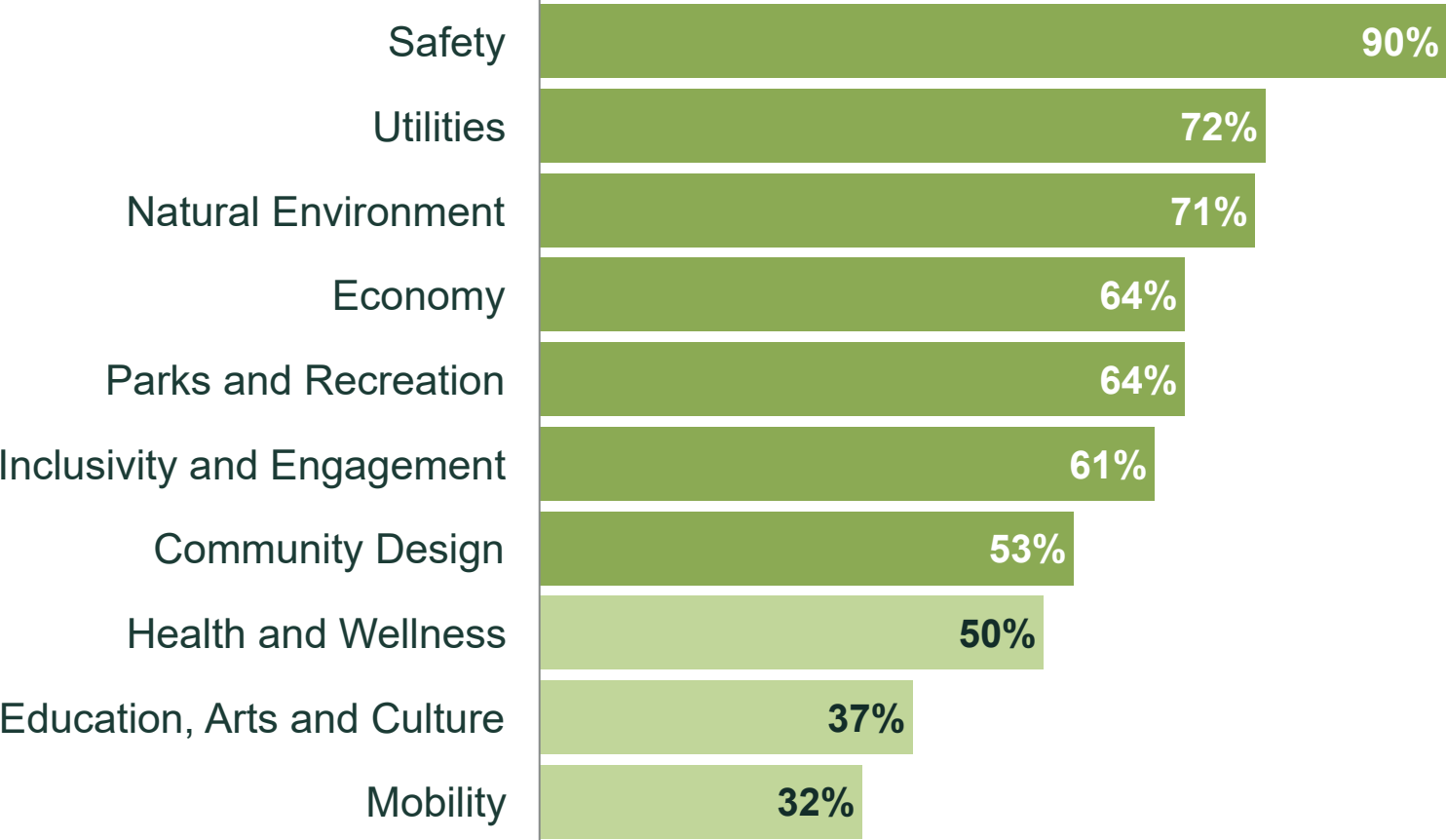


Facets of Community Livability: Quality



National
Benchmark
Comparisons:

- Higher
- Similar
- Lower



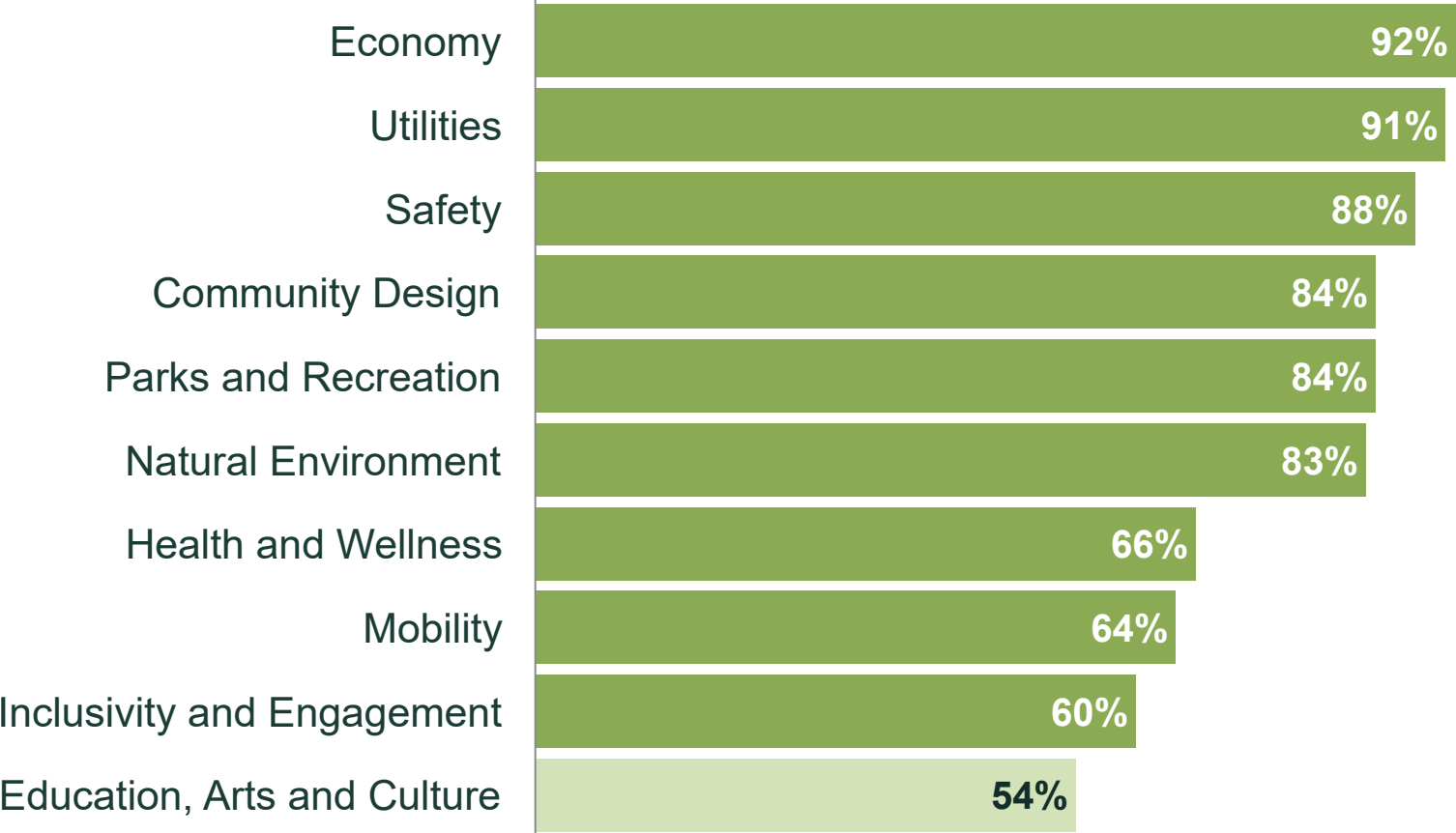
Percent excellent or good

Facets of Community Livability: Importance



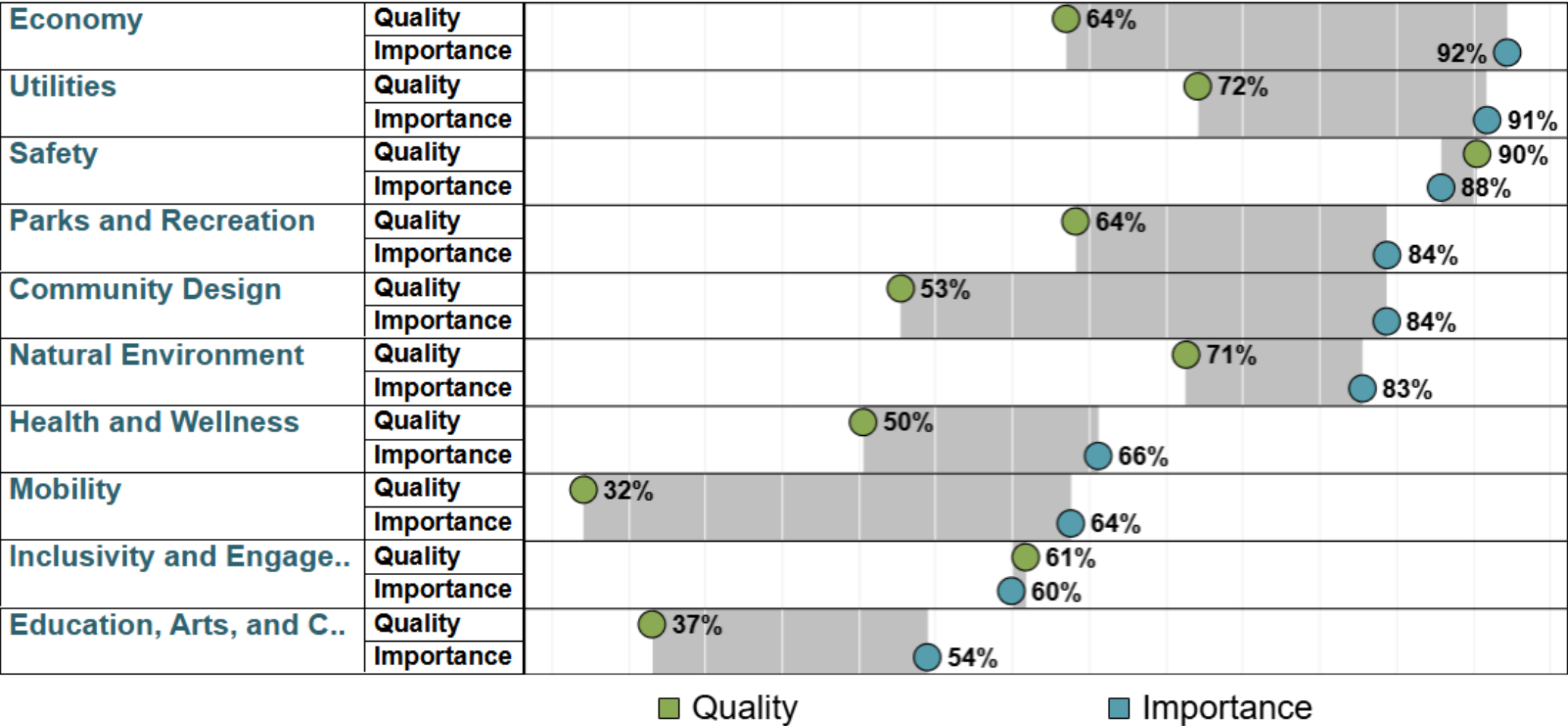
National
Benchmark
Comparisons:

- Higher
- Similar
- Lower



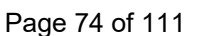
Percent essential or very important

Balancing Quality and Importance





14 received **lower** ratings





Comparisons to Previous Survey (2022)



18 received **higher** ratings

97 received **similar** ratings

4 received **lower** ratings



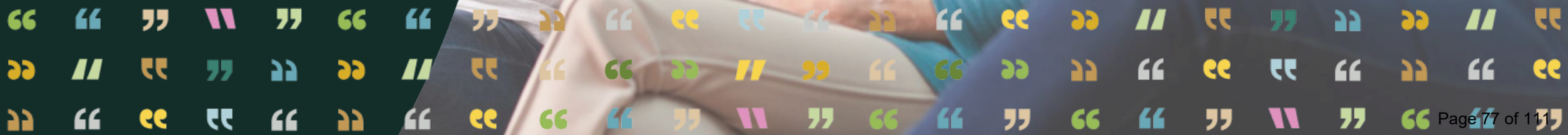


Key Findings





Residents are pleased with various aspects of the Town's leadership and governance.



Governance in Frederick



Please rate the following categories of Frederick government performance.

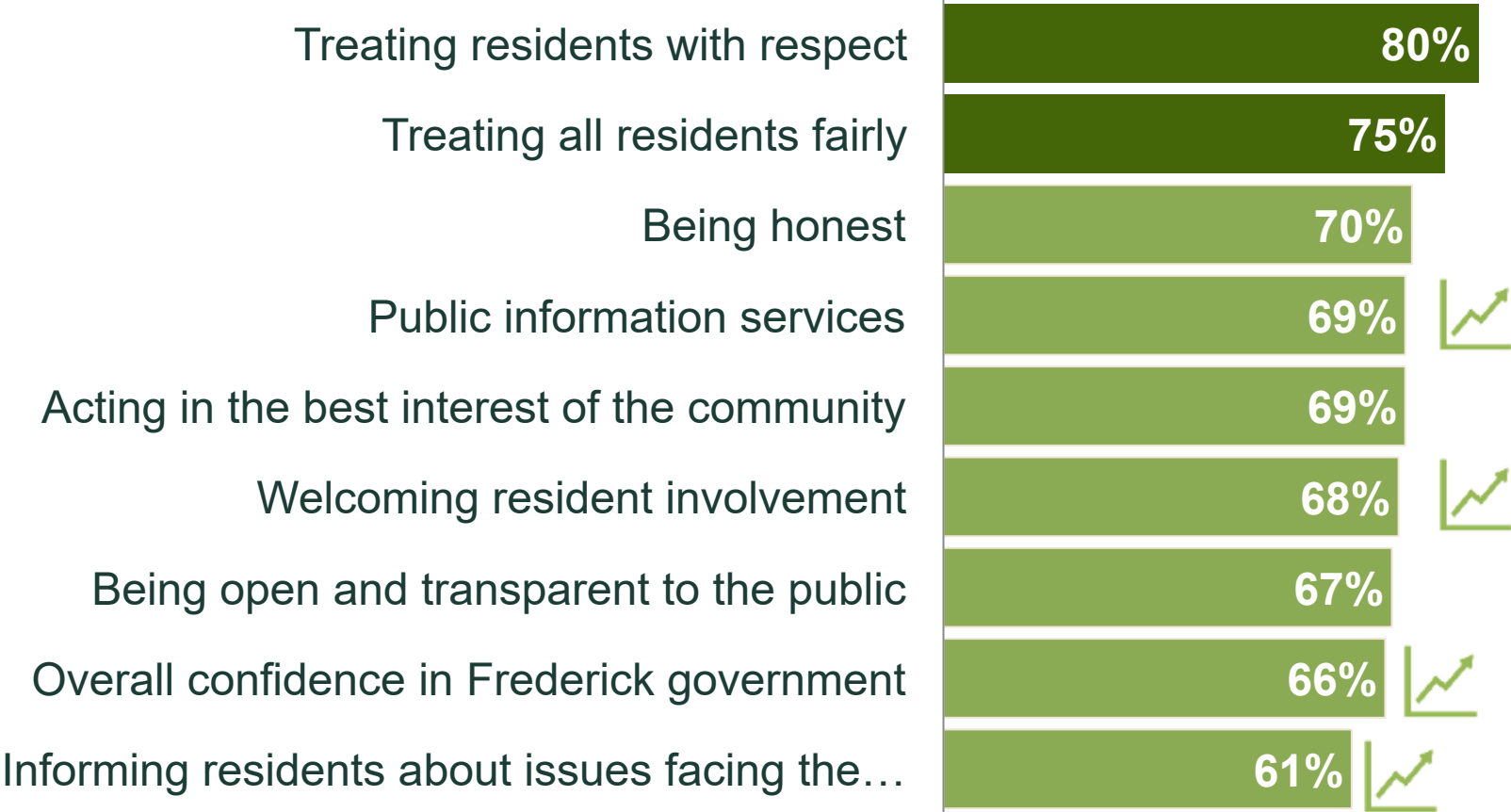
National Benchmark Comparison

- Higher
- Similar
- Lower

2025 vs 2022:



Increasing/Decreasing



Percent excellent or good



Most residents
consider
Frederick a
safe place to
live.

2



Safety in Frederick



Please rate how safe or unsafe you feel:

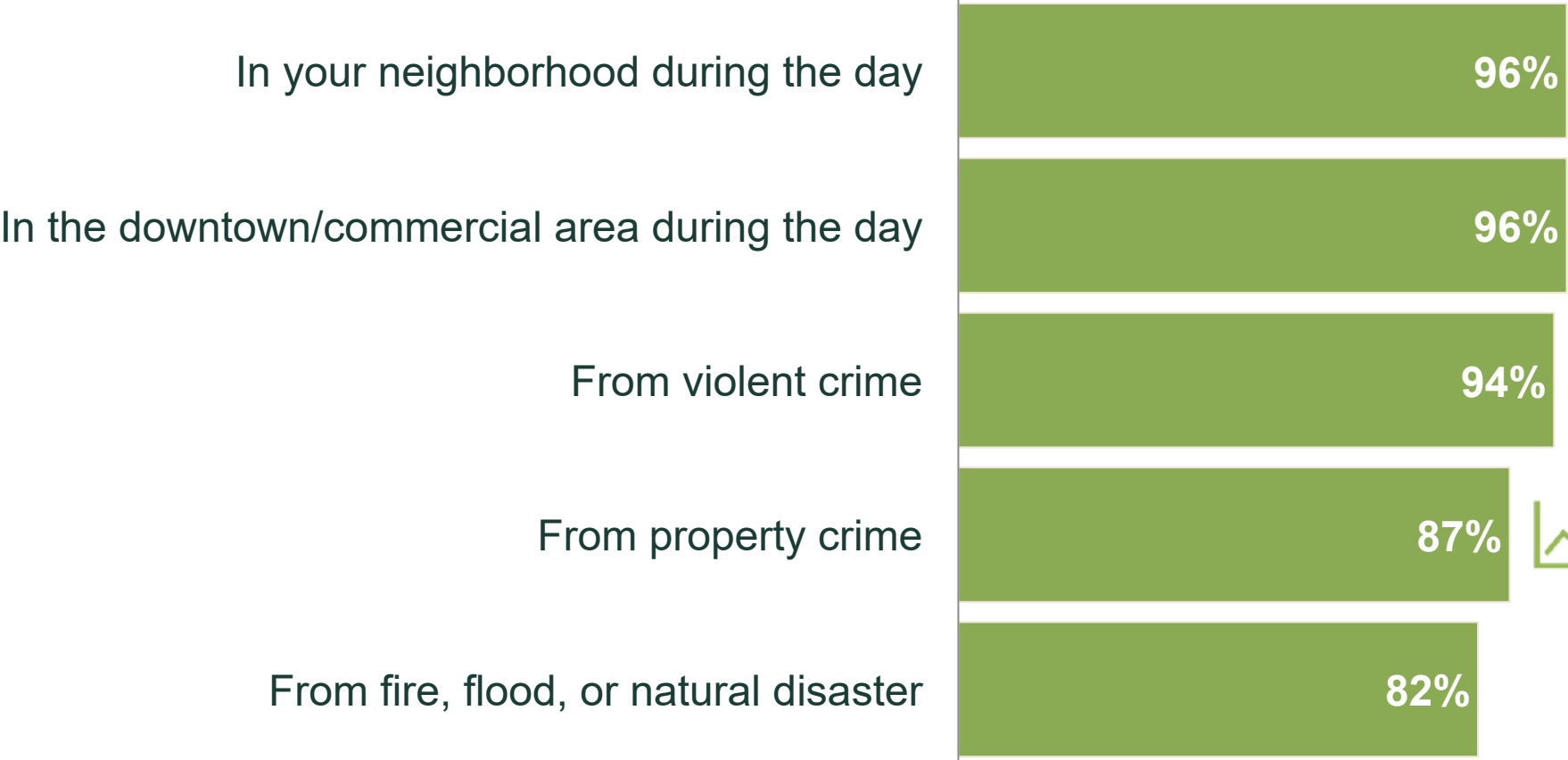
National Benchmark Comparison

- Higher
- Similar
- Lower

2025 vs 2022:



Increasing/Decreasing



Percent very or somewhat safe

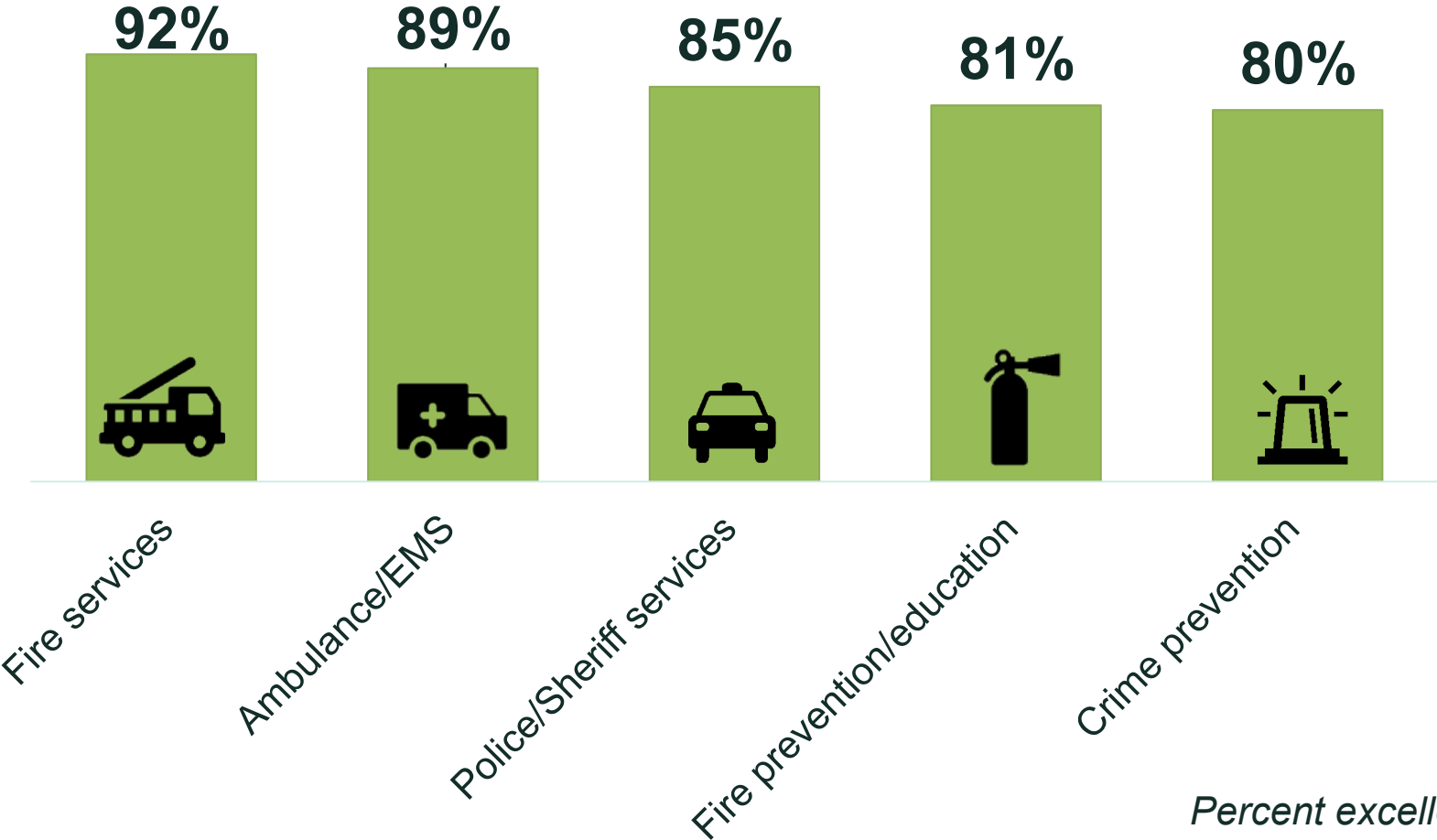
Safety Services in Frederick



Please rate the quality of the following services in Frederick.

National Benchmark Comparison

- Higher
- Similar
- Lower





While
Frederick's
economy has
areas for
growth,
affordability
has been
improving.

3



The Economy in Frederick



Please rate each of the following in the Frederick community:

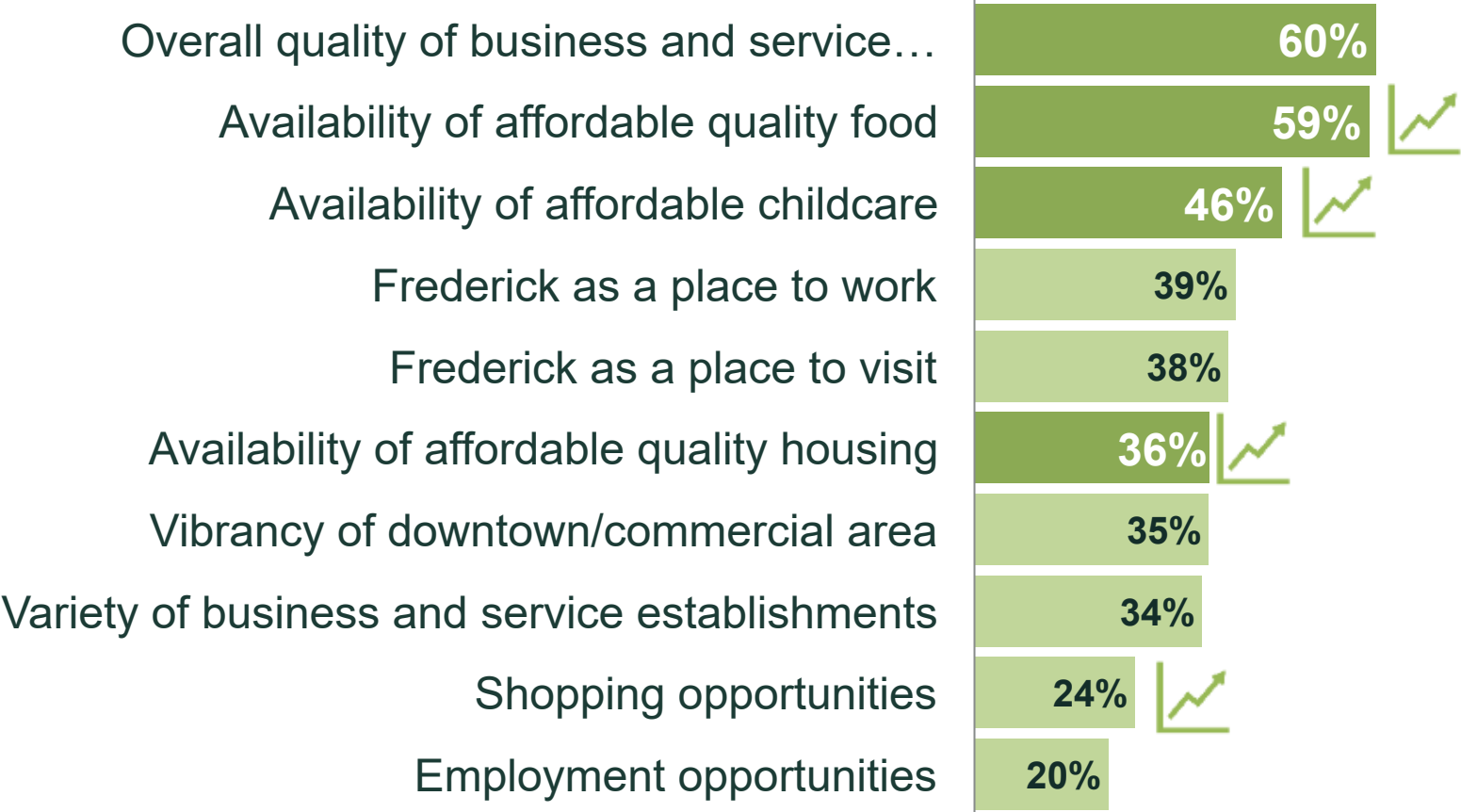
National Benchmark Comparison

- Higher
- Similar
- Lower

2025 vs 2022:



Increasing/Decreasing

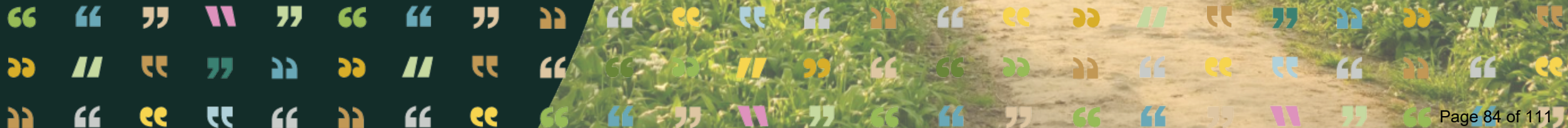


Percent excellent or good



While residents appreciate Frederick's natural environment, recreation opportunities have seen less positive feedback.

4



Natural Environment in Frederick



Please rate each of the following in the Frederick community:

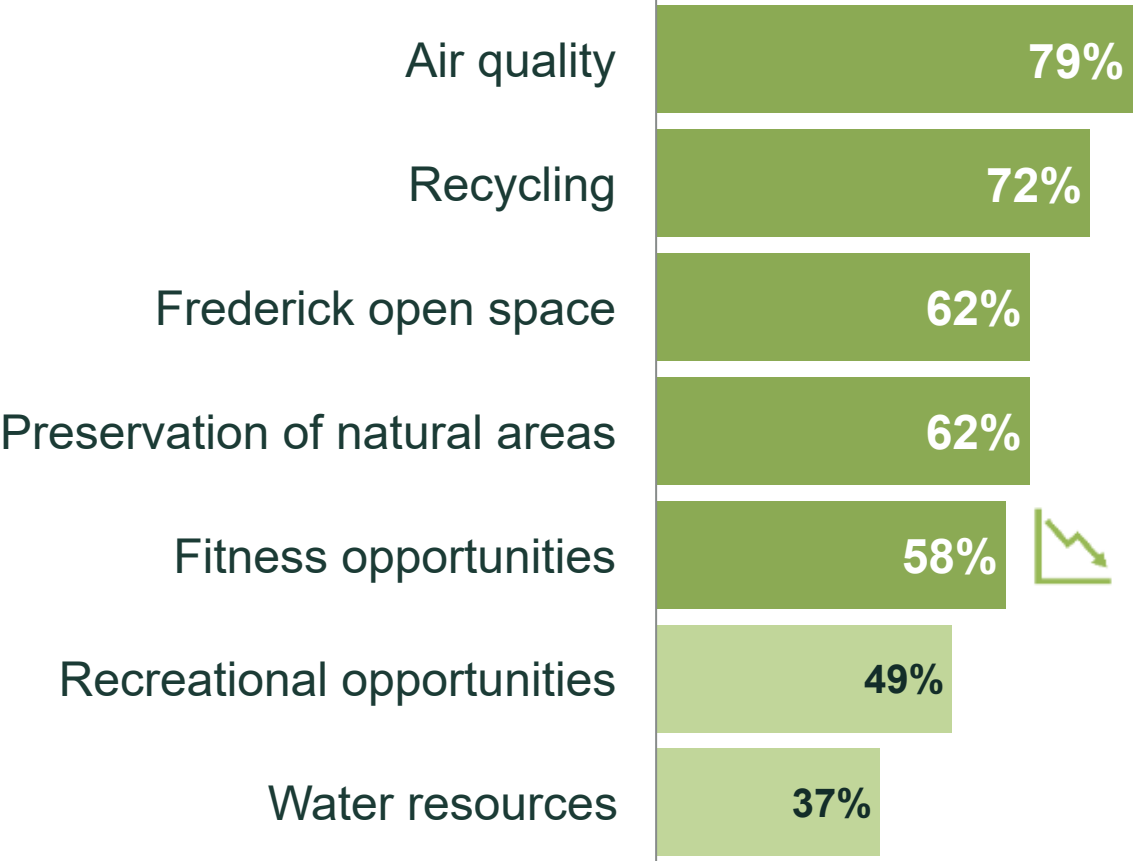
National Benchmark Comparison

- Higher
- Similar
- Lower

2025 vs 2022:



Increasing/Decreasing



Percent excellent or good



Residents
prioritize mobility
and see
opportunities for
enhancement.

5



Mobility in Frederick



Please rate each of the following in the Frederick community:

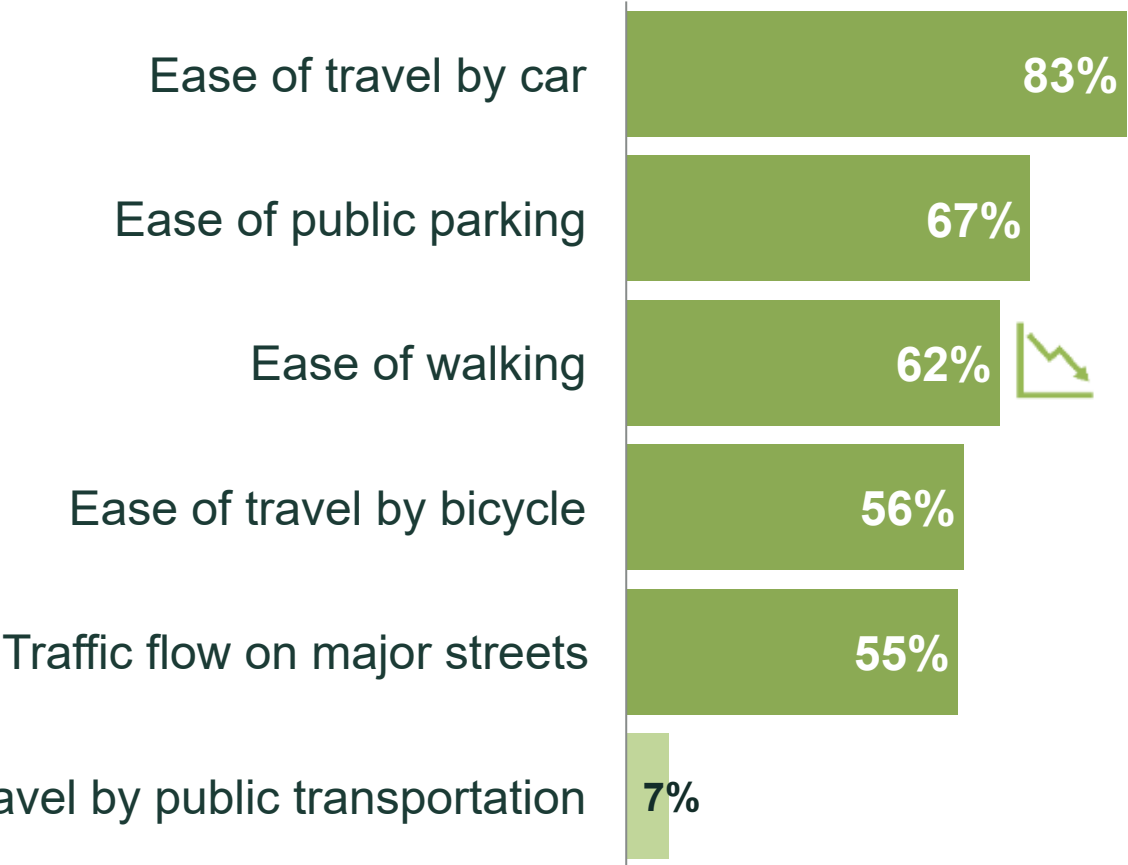
National Benchmark Comparison

- Higher
- Similar
- Lower

2025 vs 2022:



Increasing/Decreasing



*This item scored much lower than the national benchmarks.

Percent excellent or good

Mobility Services in Frederick



National Benchmark Comparison

- Higher
- Similar
- Lower

2025 vs 2022:

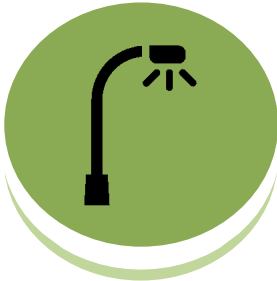


Increasing/Decreasing



71%

Street
cleaning



64%

Street
lighting



62%

Traffic
enforcement



58%

Snow
removal



58%

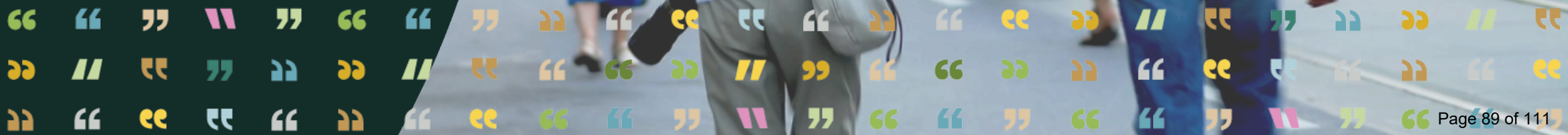
Traffic
signal
timing

Percent excellent or good



Education and culture are valued, but adult learning opportunities could improve.

6



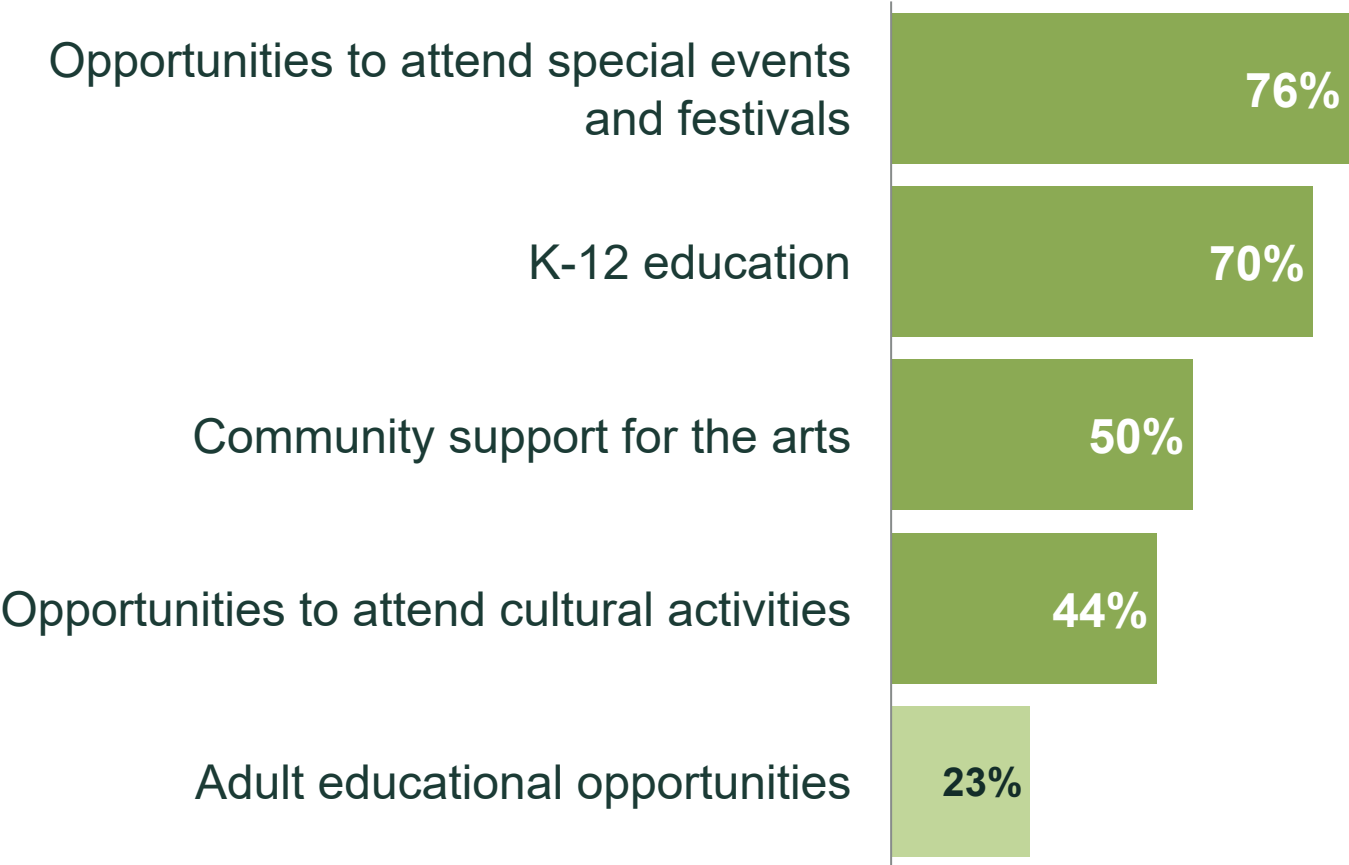
Education, Arts, and Culture in Frederick



Please rate each of the following in the Frederick community:

National Benchmark Comparison

- Higher
- Similar
- Lower



Percent excellent or good



Summary of Conclusions

1. Residents are pleased with various aspects of the Town's leadership and governance.
2. Most residents consider Frederick a safe place to live.
3. While Frederick's economy has areas for growth, affordability has been improving.
4. While residents appreciate Frederick's natural environment, recreation opportunities have seen less positive feedback.
5. Residents prioritize mobility but see opportunities for enhancement.
6. Education and culture are valued, but adult learning opportunities could improve.



Next Steps: ENGAGE With Community Members



☒

ENGAGE

Participants

Content

Outreach

Polco Library

Customizable surveys and polls created by survey scientists at Polco.

Frederick currently has 1,921 subscribers on Polco.

☒

This library contains curated surveys and polls created by survey scientists at National Research Center, Polco's dedicated research team. You can use these as they are, look around for inspiration, or make a copy and customize to fit your needs.

All content in the Polco Library is proprietary and is for exclusive use on the Polco platform. The use of Polco Library content in unsolicited ways is prohibited. Please refer to our [Terms of Use](#) for details.

We also have toolkits which cover a range of questions based around certain topics. The modules in our toolkit can be used individually by your organization over time to provide an environmental scan.

Available toolkits:

- COVID-19
- Libraries
- School Districts

Public Safety Communications

Governance

Safety

As part of our ongoing efforts to better serve the community, we need input from you! Take this quick survey to share your feedback about the (XYZ)'s communication pertaining to public safety issues and news. Your responses will be kept confidential, and no identifying

communications

governance

safety

outreach

information

public safety

emergency communication

View

Emergency Communications

Safety

Governance

Used by 2 profiles

As we continue our efforts to meet the dynamic needs of {ABC} residents, we need your critical input. Please take this quick survey to share your thoughts on emergency preparedness and related (XYZ) communications. The results will help us improve our

information

alert

urgent

public safety

communications

emergency preparedness

alerts

news

disaster

emergency

311

disaster preparedness

safety

communication

governance

View

Search

Filter or search to find the content you are looking for.

Content Type

All

Domain

All

Text search

communication

Popular tags

communications

government

information

communication

news

media

customer service

governance

safety

public safety

Clear all tags

Search

State of Wisconsin | WI

Post

Do we need a new park?

Contains: text, image, data points, survey, prioritization

Read Post

☒

Park Initiative Survey

Text about the new park initiative and a quick summary of what this entails or whatever message the city wants to provide for the residents to read. Text about the new park initiative and a quick summary of what this entails or whatever message the city wants to provide for the residents to read. Text about the new park initiative and a quick summary of what this entails or whatever message the city wants to provide for the residents to read. Text about the new park initiative and a quick summary of what this entails or whatever message the city wants to provide for the residents to read. Text about the new park initiative and a quick summary of what this entails or whatever message the city wants to provide for the residents to read. Text about the new park initiative and a quick summary of what this entails or whatever message the city wants to provide for the residents to read.

Map of projected park

Next Steps: TRACK Frederick's Data



Performance Summary

Score last updated December 2023

Benchmarking

[Reset Filters](#)



My State

Compare my score to communities within my state



Population Size

Compare my score to communities with a similar population



Domain Index Scores

My Community

Safety

45

-1

Mobility

49

+2

Community Design

59

-3

Education, Arts & Culture

66

+1

Natural Environment

22

-21

Economy

71

-1

Utilities

45

-4

Health and Wellness

75

+0

Inclusivity and Engagement

55

-13

Parks and Recreation

97

+0



Included in Current Subscription



Optional Add-on



Score last updated January 2023

Economy

71 / 100

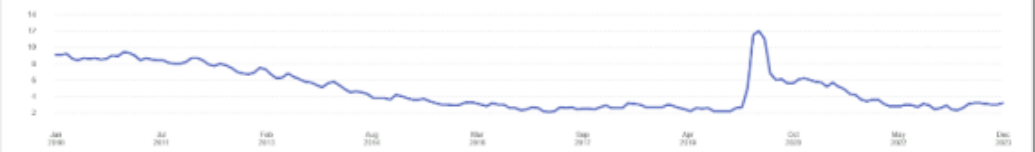
-1

Monthly unemployment rate

Similar to community

3.2%

+0.0%



This chart illustrates the change over time in Monthly unemployment rate gathered from data for Frederick, Colorado.

Restricted report of 15 communities for which these data are available

PERC



Score last updated December 2023

Community Design

59 / 100

-3

Percent of homeless population who are individuals

Similar to community

81.93%

+0.0%



This chart illustrates the change over time in Percent of people experiencing homelessness who are individuals (not part of a homeless family unit consisting of at least one parent with a child under age 18) for Jefferson County, Colorado.

Restricted report of 15 communities for which these data are available

PERC

Additional Offerings: Continue to ASSESS



☒

THE NCS™
THE NATIONAL COMMUNITY SURVEY™

☒

CASOA®
COMMUNITY ASSESSMENT SURVEY
FOR OLDER ADULTS™

☒

THE NBS™
THE NATIONAL BUSINESS SURVEY™

☒

THE NLES
THE NATIONAL LAW ENFORCEMENT SURVEY

☒

THE NES™
THE NATIONAL EMPLOYEE SURVEY™

☒

THE NES-LE
THE NATIONAL EMPLOYEE SURVEY LAW ENFORCEMENT

☒

BalancingAct™
BY POLCO

City Hall Accessibility
\$315,000

Remove

Tourism Renovation
\$398,000

Remove

Bandshell Roof Repair
\$125,000

Select

Beacon Park Pathway
\$340,000

Remove

Archaeological Reporting
\$145,000

Remove

Window Repair
\$74,000

Remove

Park Street Light Poles
\$74,000

Remove

Selected: \$961,000

Available: \$239,000

Where the Money Goes

Taxes: \$4.6m

Fines: \$435,000

Revenue

Taxes: \$4.6m

Fines: \$435,000

You are balanced.

Police Department

Should officers be used to take most police reports instead of sworn officers?

Continue to use sworn officers

Use officers where appropriate

Parks and Recreation: \$1.3m

Streets and Transportation: \$750,000

Fires: \$1.5m

Administrative Services: \$220,000

Governance: \$127,000

☒

YOUR CITY AND COUNTY OF DENVER TAX RECEIPT

Affordable Housing	
Dedicated Affordable Housing Property Tax Mill	\$1.89
Housing Investment Fund Transfer	\$0.00
Office of Housing and Opportunities for People Everywhere (HOPE)	\$0.01
Social Impact Bond	\$0.10
Capital Projects	\$0.98
Bond Principal and Interest Property Tax Mill	\$13.50
Capital Improvement Projects	\$0.00
Improvement and Maintenance Property Tax Mills	\$13.50
Community Planning and Development	\$0.00
Board of Adjustment for Zoning Appeals	\$8.23
Planning, Permitting, Inspections and Administration of Community Planning & Development Dept	\$0.10
Courts/Legal	\$8.13
City Attorney	
County Court & Municipal Public Defender	\$15.79
Economic Development	\$8.71
Economic Development	\$7.08
Excise and Licenses	\$3.52
Finance	\$2.14
Contingency	\$1.38
Finance/Payments for Public Buildings	\$33.31
Governing	\$7.33
City Council	\$25.98
Mayor's Office	\$2.16
	\$1.70
	\$0.46
TOTAL:	\$76.62

BalancingAct

☒ Included in Current Subscription

☒ Optional Add-on

Page 94 of 111

Questions?

Thank you!

Sonya Wytinck
EVP of Data & Insights
Polco/National Research Center
sonya@polco.us



Built On What Matters

TOWN OF FREDERICK

Board of Trustees

Staff Report

Tracie Crites, Mayor

Kevin Brown, Mayor Pro Tem
Dan March, Trustee
Mark Lamach, Trustee

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

8546 Silver Birch Appeal

Agenda Date: Board of Trustees October 15, 2025

Attachments:

1. 8546 Silver Birch Appeal Form
2. 8546 Silver Birch Appeal Letter From Appellant
3. 8546 Silver Birch Publisher's Affidavit
4. 8546 Silver Birch Appeal Notice Mailers
5. 8546 Silver Birch Appeal Notice Addresses
6. 8546 Silver Birch Appeal Photo of Adjacent Native Area
7. 8546 Silver Birch Appeal Photo of Turf Field
8. 8546 Silver Birch Blvd Violation Notice
9. 8546 Silver Birch Appeal Receipt
10. 8546 Silver Birch Appeal Staff Presentation - Use This One

Reviewed By: Bryan Ostler, Town Manager

Action Type

3) Quasi-Judicial: Actions of a specific nature or impact to a property interest that require an evidentiary hearing; such as land use applications; may be approved by ordinance or resolution as applicable.

Strategic Plan Alignment:



SAFE AND SECURE: Residents of Frederick experience safety and peace of mind knowing they live in the safest community in Colorado for sustainable growth and development.

Summary Statement:

Residents of 8546 Silver Birch Blvd are appealing the Planning Division's decision to require the removal of artificial turf.

Detail of Issue/Request:

On or around the week of July 25, 2025, staff observed the installation of an artificial turf field in progress at 8546 Silver Birch Blvd between the Western facade of the home and Silver Birch Blvd. On the date of installation, and while installation was still in progress, Justin Ritter approached the residence and informed Cathy Marquardt that artificial turf was prohibited in the Town of Frederick by Land Use Code. He also informed the resident that a follow up letter would be sent with details. Installation was not halted. A letter was delivered in person to Marshall Marquardt on July 28, 2025, and a copy was sent on the same date via certified mail.

Legal Comments:

Section 2.14(2)(a)(2) states:

"Artificial turf. Artificial turf is prohibited in landscaped areas. The Director may approve the use of artificial turf on private nonresidential property if it is demonstrated that natural turf or alternative groundcover is not a viable alternative due to the nature or intensity of use of the area proposed to be covered by artificial turf.

Section 1.15 Definitions states:

Landscaped area means the area within a lot or property not comprised of impervious surfaces, measured at the ground plane. "Landscaped area" will not include bare dirt or weeds. "Landscaped area" will consist of living groundcover, including turf or other groundcover, or shrub bed area that is permanently irrigated.

Artificial turf was prohibited in the previous version of Land Use Code as well.

Alternatives/Options

Staff does not believe there are any alternatives that would allow the turf to remain without violating the Land Use Code

Financial Considerations

Not Applicable

Staff Recommendation

Staff takes no position as appeals are decided by the Board of Adjustments.

Community Impact

Approving the use of artificial turf in this case risks setting a precedent that could encourage further deviations from Land Use Code. This could result in a gradual erosion of the Town's ability to maintain consistent design principles, ultimately compromising the integrity of our residential zone districts.



Built On What Matters

TOWN OF FREDERICK

PLANNING DEPARTMENT

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

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

www.frederickco.gov

LAND USE APPLICATION FORM

PROJECT NAME:

DATE SUBMITTED: 8/11/2025

APPLICATION FEE: 500.00

TYPE OF APPLICATION:

- | | | |
|--|--|--|
| ☐ Annexation, Zoning and Concept Plan (\$1,000 fee plus \$10 per acre) | ☐ Metropolitan District (\$5,500 fee) | ☐ Special Use Oil and Gas Drilling and Production (\$5,000 fee per well) |
| ☐ Annexation Agreement Amendment (\$500 fee for the first section; \$100 for every additional section) | ☐ Minor Modification (\$350 fee) | ☐ Street Name Change (\$750 fee) |
| ☒ Appeal of Administrative Decision (\$500 fee) | ☐ Minor Subdivision (\$1,500 fee) | ☐ Subdivision Amendment (\$1,000 fee) |
| ☐ Code Text Amendment (\$1,500 fee) | ☐ MOAPI (\$500 fee for the first section; \$100 for each additional section) | ☐ Vacation of ROW or Easement (\$500 fee for one easement or right-of-way; \$100 for every additional) |
| ☐ Comprehensive Plan/Planning Area Amendment (\$3,000 fee) | ☐ Preliminary Plat (\$2,500 fee plus \$10 per lot) | ☐ Variance (\$750 fee for residential; \$1,000 for non-residential) |
| ☐ Conditional Use (\$1,000 fee) | ☐ Preliminary Development Plan (\$2,500 fee plus \$10 per lot) | ☐ Vesting of Property Rights (\$1,000 fee) |
| ☐ Construction Plan Review (\$1,000 fee) | ☐ Sign Design Program (\$500 fee) | ☐ Water Dedication Analysis (\$250 fee) |
| ☐ Final Development Plan (\$2,500 fee plus \$5 per lot) | ☐ Site Plan (\$2,000 fee for up to 25,000 sf; otherwise, \$2,500 fee) | ☐ Waiver (\$1,000 fee for residential; \$1,500 fee for non-residential) |
| ☐ Final Plat (\$2,500 fee plus \$5 per lot) | ☐ Site Plan Amendment (\$500 fee for up to 1,000 sf; otherwise, \$750 fee) | ☐ Zoning (\$2,500 fee for one district; \$500 for each additional district) |
| ☐ Maps (Small - \$2.50; Large - \$7.00; Street Map - \$10.00) | ☐ Sketch Plan (\$2,000 fee) | ☐ Zoning Compliance Letter (\$75 fee) |

PROJECT INFORMATION:

Legal Description of Property (location within township, section, and range or Subdivision, Block and Lot):

FRE KS L3 KELLOGG SUB

Applicant's Name (This will be the primary contact):

Marshall Marquardt

Phone/Fax:

402-980-0090

Address:

8546 Silver Birch Blvd, Frederick, CO 80504

Relation to Property Owner:

Self

E-mail Address: marshallm174@msn.com

ADDITIONAL CONTACTS:

Property Owner: Cathy Marquardt

Consultant Business Name:

Consultant Personal Contact:

Address: 8546 Silver Birch Blvd, Frederick, CO 80504

Address:

Phone/Fax: 402-981-0100

Phone/Fax:

E-mail Address: cmarquardt.cm@gmail.com

E-mail Address:

LAND USE APPLICATION FORM (CONTINUED)

Property Owner: Marshall and Cathy Marquardt	Consultant Business Name:
	Consultant Personal Contact:
Address: 8546 Silver Birch Blvd, Frederick, CO 80504	Address:
Phone/Fax: 402-980-0090	Phone/Fax:
E-mail Address: marshallm174@msn.com	E-mail Address:

TOTAL ACREAGE OF PROPERTY UNDER CONSIDERATION:

Is site within Frederick Planning Area?	☒ Yes	☐ No
---	---	-----------------------------

Project Address (if applicable):

Existing Use:	Existing Zoning:
---------------	------------------

Proposed Use:	Proposed Zoning:
---------------	------------------

Number of Existing Residential Lots:	Number of Proposed Residential Lots:
--------------------------------------	--------------------------------------

Number of Existing Commercial Lots:	Number of Proposed Commercial Lots:
-------------------------------------	-------------------------------------

Number of Existing Industrial Lots:	Number of Proposed Industrial Lots:
-------------------------------------	-------------------------------------

Is there an existing MOAPI in place? ☐ Yes ☐ No If yes, please provide reception date and number.

COMPREHENSIVE PLAN MAP DESIGNATIONS:

LAND USE & PUBLIC FACILITIES Land Use Designation(s): Public Facilities:	UTILITY AND SPECIAL DISTRICTS Water: Sewer: Fire Protection: Other:
TRANSPORTATION Street Connections:	ENVIRONMENTAL ISSUES Property in Floodplain: ☐ Yes ☐ No Sensitive Wildlife habitat area: ☐ Yes ☐ No
PARKS, OPEN SPACE AND RECREATION Proposed Park and/or trail:	SUBSIDENCE AND OIL AND GAS Subsidence area: ☐ Yes ☐ No Oil and/or gas wells: ☐ Yes ☐ No

CERTIFICATION:

I certify that I am the lawful owner, or represent and warrant that I am authorized to bind the entity that is the lawful owner, of the parcel(s) of land that this application concerns, and consent to this action.

Signature: 

Print Name: Marshall Marquardt Date: 8/11/2025

I certify that the information and exhibits I have submitted are true and correct to the best of my knowledge. In filing this application, I represent and warrant that I am authorized to bind the applicant and property owner(s). I understand that all materials and fees required by the Town of Frederick must be submitted prior to having this application processed.

Signature: _____

Print Name: _____

Date: _____

Marshall Marquardt
8546 Silver Birch Blvd
Frederick, CO 80504
Marshallm174@msn.com
402-980-0090
August 13, 2025

To:

Town of Frederick – Code Enforcement / Planning Department
Board of Trustees, Town of Frederick
401 Locust Street
Frederick, CO 80530

Re: Appeal of July 28, 2025 Notice to Remove Artificial Turf – 8546 Silver Birch Boulevard

Dear Members of the Board of Trustees and Town Officials,

I am writing to formally appeal the July 28, 2025 notice from the Town of Frederick requiring the removal of artificial turf at my property located at 8546 Silver Birch Blvd. The notice cites Land Use Code Section 2.14(2)(a)(2) and offers an appeal process under Section 4.7.

While I respect the Town's interest in enforcing its codes, I believe this enforcement action should be reconsidered for the following reasons:

1. Lack of Clear Communication or Notice

Given the number of homes in Frederick that currently have artificial turf installed for a variety of uses — including full front-yard and sports installations — there was no reasonable way for me to know artificial turf would not be allowed. I can provide addresses and photographs of these properties. At no time prior to installation did I receive any written or verbal notice from the Town about the prohibition.

2. Providing a Safe, Functional Environment for My Family

Before the turf installation, my yard consisted primarily of goatheads and invasive, dead weeds — impervious conditions that no reasonable person would consider safe or suitable for playing. The artificial turf transformed part of the space into a clean, usable area where my family can gather, play, and be active together. Since installation, it has hosted family games of catch, football, badminton, volleyball, soccer, and my son's 9th birthday celebration with water inflatables and outdoor activities.

3. Good-Faith, Environmentally Conscious Decision

This installation was done in good faith, believing it to be a sustainable, low-maintenance, water-conscious landscaping choice. My goal was to create a safe, attractive, and functional outdoor area, improve the property's appearance, and reduce water use and reliance on fertilizers and pesticides.

4. Selective Enforcement Concerns

There are several other properties within Frederick town limits that have installed and continue to maintain artificial turf without apparent enforcement action, including friends of ours, as well as Board of Trustee member's homes and their neighbors. If the regulation is enforced selectively, it raises serious fairness and equal-application concerns. I respectfully request that I be afforded the same consideration or, at minimum, a fair hearing to address this inconsistency.

5. Request for Grandfathering or Variance

Given the significant investment already made, and the lack of prior notice, I request that the Town consider granting a variance, or "grandfather" provision, allowing my current turf installation to remain until it reaches the end of its useful life, at which point it can be revisited under any future code updates.

6. Legal Interpretation of Code Applicability

After consulting with legal counsel, the cited provision may not apply to my property. Section 2.14(2)(a)(2) prohibits artificial turf in "landscaped areas" — defined broadly as areas not comprised of impervious surfaces and containing living groundcover that is permanently irrigated. My installation replaced a bare, weed-infested (i.e., impervious) area that was not "landscaped" under this definition.

Furthermore, Section 2.14(1)(b) limits applicability to "new development, redevelopment, or substantial improvements of existing sites or buildings." My property is not a new development or redevelopment, and the turf installation does not constitute a "substantial

improvement” as that term is understood under Colorado law. The absence of definitions for “improvement” and “site” in the code further supports this interpretation.

Under Colorado case law and standard legal and plain language definitions, “improvement” typically refers to structures or additions that increase capital value or utility in a permanent manner. Artificial turf does not meet this threshold, and thus the ban should not apply in this case.

7. Appeal Process Under Section 4.7

I am respectfully pursuing my appeal under Section 4.7(8) and request clarification of the review process, timelines, and any potential design or mitigation measures that could allow the turf to remain. I am open to working collaboratively toward a reasonable, mutually beneficial resolution.

Conclusion and Requested Action

For the reasons outlined above, I request that the Town:

Stay all enforcement action pending resolution of this appeal.

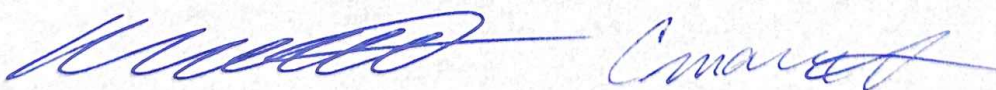
Review my case in light of the factual circumstances, selective enforcement concerns, and legal interpretation provided.

Approve my appeal, allowing my existing turf installation to remain.

I am prepared to provide photographic evidence of other installations and additional legal analysis, if necessary. I welcome the opportunity to meet in person to discuss potential solutions.

Thank you for your time, consideration, and willingness to address this matter with fairness and transparency.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Marshall and Cathy Marquardt", is written over a horizontal line.

Marshall and Cathy Marquardt

NOTICE OF PUBLIC HEARING TO CONSIDER AN APPEAL OF ADMINISTRATIVE DECISION REGARDING 8546 SILVER BIRCH BLVD, FREDERICK, COLORADO

NOTICE IS HEREBY GIVEN that the Town of Frederick Board of Adjustment will hold a public hearing commencing on Wednesday, October 15, 2025, at 7:00pm, to consider an appeal of an administrative decision to require removal of artificial turf at 8546 Silver Birch Blvd, in Frederick, Colorado. The hearing will be held at Frederick Town Hall, 401 Locust Street, Frederick, Colorado 80530. The application for this request was received from Marshall Marquardt of 8546 Silver Birch Blvd, Frederick, Colorado. The Board of Adjustment will consider whether the request to overturn the administrative decision shall be granted. Copies of the full application and supporting materials submitted as well as available for review at the Frederick Town Hall. Dated this 19th day of September 2025.

TOWN OF FREDERICK COLORADO

BY:

Emily Nitcher, Deputy Town Clerk

Published: Longmont Times Call September 19, 2025-2134556

Prairie Mountain Media, LLC

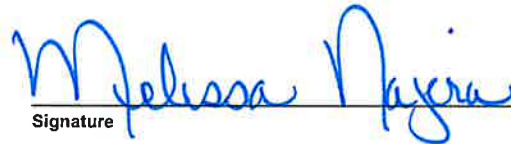
PUBLISHER'S AFFIDAVIT

**County of Boulder
State of Colorado**

The undersigned, Agent, being first duly sworn under oath, states and affirms as follows:

1. He/she is the legal Advertising Reviewer of Prairie Mountain Media LLC, publisher of the *Longmont Times Call*.
2. The *Longmont Times Call* is a newspaper of general circulation that has been published continuously and without interruption for at least fifty-two weeks in Boulder County and meets the legal requisites for a legal newspaper under Colo. Rev. Stat. 24-70-103.
3. The notice that is attached hereto is a true copy, published in the *Longmont Times Call* in Boulder County on the following date(s):

Sep 19, 2025


Signature

Subscribed and sworn to me before me this

19th day of September, 2025


Notary Public

(SEAL)

**SHAYLA NAJERA
NOTARY PUBLIC
STATE OF COLORADO
NOTARY ID 20174031965
MY COMMISSION EXPIRES JULY 31, 2029**

Account: 1051151
Ad Number: 2134556
Fee: \$21.17



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

Phone: (720) 382-5500

frederickco.gov

NOTICE OF PUBLIC HEARING TO CONSIDER AN APPEAL OF ADMINISTRATIVE
DECISION REGARDING 8546 SILVER BIRCH BLVD, FREDERICK, COLORADO

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The Board of Adjustment will consider whether the request to overturn the administrative decision shall be granted.

Copies of the full application and supporting materials submitted as well are available for review at the Frederick Town Hall.

Dated this 29th day of September 2025.

TOWN OF FREDERICK COLORADO

BY: _____
Emily Nitcher, Deputy Town Clerk

Built on What Matters.

SITUS	ownernamel	mailaddressl
5310 COYOT	CHAPIN BOBBY E & MARYFRANCES A	5310 COYOTE DR
5312 COYOT	EICHINGER GREGORY A	5312 COYOTE DR
5314 COYOT	BEIER KATHERINE & MARTIN	5314 COYOTE DR
5353 BADGE	MADIGAN MICHAEL WILLIAM & CURLEY DARCIE	5353 BADGER CT
5355 BADGE	MURPHY JACOB DANIEL & NATALIE JAYNE	5355 BADGER CT
	FOX RUN HOMEOWNERS ASSOCIATION INC	8201 SPINNAKER BAY DR STE D
5324 BOBCA	FREDERICK TOWN OF	PO BOX 435
5302 COYOT	FOX RUN HOMEOWNERS ASSOCIATION INC	8201 SPINNAKER BAY DR STE D
5200 MOUNT	WILLS JAMES GORDON & VELLA JESSICA SAMANTHA	5200 MT AUDUBON ST
5202 MOUNT	GOODMAN FAMILY TRUST & GOODMAN KATHRYN W	5202 MT AUDUBON ST
5204 MOUNT	SEYMOUR SCOTT LAWRENCE & MEYER HALI KRISHNAN	5204 MT AUDUBON ST
5206 MOUNT	LE MAR DENNIS JOHN & TROUPE NICOLE	5206 MT AUDUBON ST
5208 MOUNT	FERGUSON RICHARD E & KATHLEEN M & RICHARD N	5208 MT AUDUBON ST
5210 MOUNT	VOHLKEN JAMES DENNIS & LAVINA V	5210 MT AUDUBON ST
5212 MOUNT	SHOAF RICKY A & DENISE J	5212 MT AUDUBON ST
5150 MOUNT	FREDERICK TOWN OF	PO BOX 435
5214 MOUNT	MCCURDY ABBY R & KIRK P	5214 MT ARAPAHO CIR

mailcity	mailstate	mailzipcode
FREDERICK	CO	80504-5470
LONGMONT	CO	80504-5470
FREDERICK	CO	80504-5470
FREDERICK	CO	80504-3427
FREDERICK	CO	80504-3427
WINDSOR	CO	80528-7534
FREDERICK	CO	80530-0435
WINDSOR	CO	80528-7534
FREDERICK	CO	80504-3406
FREDERICK	CO	80504-3406
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FREDERICK	CO	80530-0435
FREDERICK	CO	80530-0435







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

Phone: (720) 382-5500

frederickco.gov

Cathy and Marshall Marquardt
8546 Silver Birch Blvd
Frederick CO, 80504

July 28, 2025

To Cathy and Marshall Marquardt,

Town staff have observed that artificial turf has been installed at your property located at 8546 Silver Birch Boulevard. Per Land Use Code Section 2.14(2)(a)(2), artificial turf is prohibited in residential areas. See reference: [https://frederick.municipal.codes/LUC/2.14\(2\)\(a\)\(2\)](https://frederick.municipal.codes/LUC/2.14(2)(a)(2))

To resolve this violation, please remove the artificial turf.

There is an option to petition the Board of Trustees for a waiver of this code provision. This process is outlined in Land Use Code Section 4.7(8) and would require a fee of \$1,000. See reference: [https://frederick.municipal.codes/LUC/4.7\(8\)](https://frederick.municipal.codes/LUC/4.7(8))

Please contact the Town by August 11, 2025, to inform us how you plan to proceed. Please note that failure to address this violation may result in enforcement actions, including a potential fine and court summons. We are available to answer any questions you may have regarding the code or waiver application process.

Best regards,

Justin Ritter
Neighborhood Services Coordinator
720-382-5650
Jritter@frederickco.gov

Built on What Matters.

Frederick Municipal Court
401 Locust Street
Frederick CO 80530
(720) 382-5500

Receipt Number: R00248386

Cashier Name: Emily Nitcher

Terminal Number: 14

Receipt Date: 8/13/2025 1:34:32 PM

Transaction Code: 3-Miscellaneous - Miscellaneous Payme

Marshall Marquardt 500.00

0899 500.00

Product: Miscellaneous

Units:

0.00

Amount:

500.00

Total Balance Due: \$500.00

Payment Method: Check

Reference 501

Amount:

\$500.00

Total Payment Received: \$500.00

Change: \$0.00