



Town of Frederick
Board of Trustees Agenda
Frederick Town Hall
Board Chambers
401 Locust Street
Tuesday, July 27, 2021

6:30 P.M.
Work Session

7:00 P.M.
Regular Meeting

Join Zoom Meeting

<https://zoom.us/j/98006737156>

Meeting ID: 980 0673 7156

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Find your local number: <https://zoom.us/u/achPjekk8C>

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Public Comment at a Virtual Meeting Board of Trustee Meeting

Interested parties who would like to address the Board of Trustees during the Public Comment portion of the agenda may address the Board of Trustees virtually or in person. **To address the Board in person, individuals may also appear at Town Hall (401 Locust Street Frederick, CO) and are asked to sign up on the sign-up sheet in the Board Room. Individuals who would like to attend virtually are asked to sign up to speak during public comment by emailing the Town Clerk at mmartinez@frederickco.gov. Individuals are asked to provide the Town Clerk the following information:

1. Name
2. Address
3. Topic for Comment
4. Phone Number or Name that will be utilized in the zoom meeting application
5. Any documents that will be shared in the meeting.

The Town Clerk will verify your attendance prior to the meeting and will test your connection and microphone.

If there are public hearings scheduled for the Board of Trustee meeting, individuals who wish to address the Board of Trustees virtually are asked to contact the Town Clerk via email at mmartinez@frederickco.gov by 5:00 PM on date of the meeting. Individuals are asked to provide the Town Clerk the following information:

1. Name
2. Address
3. Public Hearing Item for Comment
4. Phone Number or Name that will be utilized in the zoom meeting application
5. Any documents that will be shared in the meeting

**Individuals that would like to attend the meeting at Town Hall are asked to sign up on the public comment sheet in the board room.

Any individual who is attending the meeting and wishes to be address the Board of Trustees during Public Comment or a Public Hearing may utilize the “raise your hand” feature in the Zoom Meeting App.

How to raise your hand in Zoom

1. During the meeting, click on the icon labeled “Participants” at the bottom center of your PC or Mac screen
2. At the bottom of the window on the right side of the screen, click on the button labeled “Raise Hand.”



3. Your digital hand is now raised. Lower it by clicking the same button, now labeled “Lower Hand”
4. If you are on a mobile device, simply tap “Raise Hand” at the bottom left corner of the screen. The lower hand icon will turn blue and the text below it will switch to say “Lower Hand” while your hand is raised.



**Town of Frederick
Board of Trustees Agenda**
Frederick Town Hall
Board Chambers
401 Locust Street
Tuesday, July 27, 2021

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

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

Call to Order – Roll Call:

Pledge of Allegiance:

Approval of Agenda:

Special Presentations:

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

Staff Reports:

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

Action Agenda:

- C. Resolution 21-R-33 Continuing the Public Meeting on the Consideration of the Prosperity Final Plat – Ali vanDeutekom, Planner
- D. Resolution 21-R-34 Accepting the Dedication of Utility Easement – Sarah Watson, Engineer

Mayor and Trustee Reports:

Adjournment:

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TOWN OF FREDERICK MEMORANDUM

TO: Honorable Mayor and Board of Trustees

FROM: Bryan Ostler, Town Manager

DATE: July 27, 2021

CC: Town Staff
Local Media

SUBJECT: Departmental Report

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

- August 3rd-Work Session- Water update Business, Retention Strategy/Retail Strategy
- August 10th-Regular Meeting
- August 17th-Joint Dinner with FFFPD
- August 24th-Regular Meeting

Police Department

- *Evidence Audit* – A surprise audit was recently conducted on the department’s evidence room. The audit is needed for CACP accreditation and is required under department policy. We are happy to report that we passed the audit with flying colors.
- *K9 Update* – We have ran into a setback with the K9 program. Unfortunately, Bosch did not meet the strict requirements of training and certification for patrol duties. Bosch was returned to the K9 vendor and will be reassigned to another agency as a single purpose K9. Officer Austin has selected a new K9 partner, Dobby, a Dutch Shepard. The new team has started the training academy and reports are that they are doing well.
- *New Hire* - Officer Mikki White Feather will begin her employment with the Town on July 26th. Mikki comes to the department with 8 years of law enforcement experience in corrections and academy instruction. Mikki is excited to join the team and be part of the FRED culture. Welcome Mikki!

Administrative Services

Communications and Engagement

- *Events* – There is 1 more event day in July:
 - 7/30: Finale Friday & Farmers Market in Crist Park @ 4 PM
- *Community Tour & Talk* – Our sixth Community Tour & Talk was hosted in Eagle Valley on July 21. We had beautiful weather with some cloud cover, engaged residents, and counted 64 meal

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tickets. We had 12 submitted questions and comments from RSVP's. Our next Community Tour & Talk is in Savannah on August 18 with Georgia Boys BBQ. We are adding yard signs to each park the week prior to each event "Community Tour & Talk Here Next Wednesday".

- *Event Sponsorship* – To date, we have \$45,150.00 in event sponsorships. We are actively seeking sponsors for Miners Day.
- *Chainsaws & Chuckwagons* - Our 9th annual chainsaw carving competition was July 14 – 17. We had 9 carvers compete in the competition with some returning favorites and some new to our competition. We received \$27,120.00 in revenue from sponsorship, masterpiece sales, beer sales, and quick-carve auctions. The event gained media coverage from the Longmont Times-Call (multiple articles), Boulder Daily Camera, Fox 31, and made the front page of the Denver Post on July 17.
- *Farmers Market* – The most recent Farmers Market was on July 16 in conjunction with Chainsaws & Chuckwagons in Centennial Park. It was a bit windy for the market, but everyone came prepared and the market continued without any issue. Our vendors totaled \$5,320 in sales, the most of any market (including Finale Friday Markets) so far this season. The market *was busy all the way through till the end.*
- *Digital Media* – Zach designed new employee ID card templates and implemented software with Lauren. Zach designed signs and a social campaign for Milavec Lake.
- *Training* – Angela participated in Basic Public Information Officers and Joint Information System/Center Planning Courses in Rawlins, Wyoming. Angela also participated in a week-long Certified Public Communicators program at TCU.
- *Social Media* – As of 7/21/21, Facebook post engagements are up 1.1k, or 13% in the last 7 days. Facebook also has 68 new page likes, which is up 13% in the last 7 days.

GIS

- *GIS Strategic Plan* – A consultant has been selected to complete our GIS Strategic Plan, Database Architecture and Maintenance Health Check. The town received five RFP responses from very talented and capable firms. Innovate! was selected and we are excited to start working on this important project. Innovate is a woman-owned, minority company with expertise in geospatial, information technology, cloud base applications and business management. Innovate is also a partner with ESRI, our GIS software. Innovate! captures FRED and the town looks forward to a partnership of growth and collaboration.

Planning Department

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

<i>Project Name (Date of Application)</i>	<i>Subdivision</i>	<i>General Location</i>	<i>Brief Description</i>
Bear Industrial Park, Block 1, Lot 8 4210 Bruin Site Plan (02/16/2021)	Bear Industrial Park	4210 Bruin	Site plan for 15,000 sf office and warehouse building for crane company.
Bear Industrial Park Replat 5, Block 1, Lot 1 – 4021 Kodiak Ct. Site Plan (02/18/2020)	Bear Industrial Park	4021 Kodiak Court	Site plan for a 1,000 square foot facility with outdoor storage.
Bear Industrial Park, Block 1 Lot 7 (4/5/2021)	Bear Industrial Park	9251 Bruin	Site plan amendment to add an 15,000 sq. ft. warehouse addition onto existing building.
Clearview Villages Preliminary and final Development Plan	Clearview Villages	Southwest corner of Godding Hollow and Silver Birch Blvd	Approximately 104 acres to be developed

(6/21/2021)			into 302 residential lots.
Colorado Blvd & Godding Hollow 7-11 Zoning and Final Plat (5/3/2021)		Southwest corner of Colorado Blvd and Godding Hollow	Zone 5.35 acre parcel and plat to create two lots. Northern lot will have a site plan processed for 7-11.
Colorado Blvd & Godding Hollow Conditional Use Site Plan (5/3/2021)		Southwest corner of Colorado Blvd and Godding Hollow	Development of southern parcel of land. Users not yet determined.
Eagle Business Park Filing 4B, Lot 2 –Site Plan (6/7/2021)	Eagle Business Park Filing4B	4880 Eagle Place	Site plan for 22,000 sq. ft. single story pre-engineered building for future leasing for multiple tenants.
Eagle Business Park Lot 1- Agilent Site Plan Amendment (2/22/2021)	Agilent	7051 Eagle Blvd.	Adding a storage building and walkway between buildings.
Frederick West Business Park Block 1 Lot 1A Metal Sales Site Plan Amendment (3/16/2021)	Frederick West Business Park	7990 E I-25	Amendment to include 2 additional buildings, used for manufacturing and warehouse products
Glacier West Business Park Lot 6A 5792 Ideal Elmore and Spelts (2/01/2021)	Glacier West Business Park	5792 Ideal	Amendment to add access drive to proposed outdoor storage area and making changes to update lot to compliance.
McDonald Farms Zoning and Conditional Use		7440 E. I-25 Frontage Road	Rezoning 2 parcels into industrial and requesting a conditional use permit for a recycling facility.
Meadowlark Business Park Filing 3 Replat A Lot 1 Block 1 Subdivision Amendment and Site Plan (5/17/2021)	Meadowlark Business Park		Amendment proposes to divide the lot into two separate lots. One lots for a 14,000 sq. ft. building for an office and fabrication warehouse.
Nelson Farms Rezone (7/16/2021)		Southwest corner of Silver Birch and Tipple Pkwy.	Approximately 236 acres into 906 homes to include single family, duplex and townhomes.

Nelson Lakes MOAPI Amendment	Nelson Lakes		Updating MOAPI conditions
No Name Creek Estates Filing 1 Replat C (7/19/2021)	No Name Creek Estates		Subdividing an outlot into 3 residential lots.

<i>Project Name (Date of Application)</i>	<i>Subdivision</i>	<i>General Location</i>	<i>Brief Description</i>
Prairie Greens II (12/7/2020)	Prairie Greens	6460 Frederick Way	Request for vacation of easement and preliminary design for phase 4.
Prosperity- Final Plat (10/05/2020)	Prosperity	Prosperity	Approximately 70 acres developed into 206 single residential homes
Shores On Plum Creek No.2 Replat A Subdivision Amendment (5/3/2021)	Shores on Plum Creek	North of Hwy 52 and West of road 3.	Proposing 8.360 acres into a minor subdivision.
Silvers Minor Subdivision-Arrowleaf Landscaping (09/08/2020)	Silvers	10580 County Rd. 7	Site plan to make improvements to existing landscaping business.
Wyndham Hill Filing 10 Final Plat and Final Development Plan (11/16/2020)	Wyndham Hill	Generally west of WCR7, between WCR 14.5 and WCR 16.	Approximately 139 acres to be developed into 495 single family homes.
Wyndham Hill Filing 6 Replat A FFFPD Station 5 Site Plan (6/7/2021)	Wyndham Hill	Generally, north of Highway 52, West of I-25 on Glacier Way.	Proposed fire station to include 3 bays, 8 bunks and living space.

Engineering Department

- *Colorado Blvd/Tipple Pkwy Intersection Improvements* – A contract for design services was awarded to Martin/Martin Consulting Engineers at the April 13th Board meeting. Location of existing utilities, surveying, traffic counts have all been completed. A 30% preliminary design progress update was presented to the Board at the July 20th Work Session. Feedback from that meeting will be evaluated and considered as design continues. Final Design is scheduled to complete the end of October 2021.
- *Neighborhood Speed Control Program* – Staff is collecting data and putting together a program to help address concerns about local speeding in neighborhood issues. A draft version of the program was presented to the Board at the July 20th Work Session. Board feedback from the meeting will be evaluated and considered as the program is completed. A final version will come back to the Board for adoption.
- *Concrete Alleyway Project 2021* – Continuing our annual concrete alley maintenance program, the 2021 project will improve the alley between 2nd Street and 3rd Street from Locust Street east to Maple Street. A contract for construction was awarded to Northstar Concrete at the April 13th Board meeting. Final design and borings is currently underway. Engineering has put a hold on construction until the contractor delivers final design to staff for review and approval.

- *Pavement Maintenance Program 2021* – Contracts for our annual pavement maintenance program was awarded at the April 13th Board meeting. Asphalt Specialties will be providing the Crackseal and Mill/Overlay work. Vance Brothers will be providing the Slurry Seal work. The project includes the following:
Crackseal areas have concluded.
Slurry seal application areas have concluded.
Mill and Overlay areas have concluded.
Patching on Colorado is the final portion of the program and has been put on hold due to an asphalt shortage.
- *Tipple Pkwy/Frontage Rd Streetlight* – Coordination efforts continue with CDOT and United Power regarding installation of a streetlight at this intersection. CDOT has requested an engineering study on the pros/cons of a light at this intersection. One concern that has been raised is how a new light would reflect onto the Interstate and negatively impact traffic. Staff has received a proposal from FHU to provide the evaluation that CDOT requires and we are advancing with this study. A meeting with CDOT and the Town occurred in July and the project is advancing.
- *Raw Water Change of Use* – Engineering staff is coordinating with its water attorney and water rights consultant to evaluate its current raw water portfolio to support filing a change of use application in water court so that these raw water shares could be used for future town use. Preliminary data shows the Town having approximately 72 shares of Lower Boulder water or about 1,000 acre feet of water that can be changed to use for all municipal purposes within the Town's service area. At the request of the Lower Boulder, town staff attended an in-person meeting on June 21st and discussed our application in more detail and we expect a final determination to be presented at the Lower Boulder Board Meeting on July 30th. A final application to water court has been delayed a few months, but is expected to be filed in August, 2021, followed with a substitute water supply plan submittal to be able to use the water next year.
- *Windy Gap* – Engineering staff has finalized the agreement with Central Weld for storage of our 7 Windy Gap units into Dry Creek. With the Windy Gap decree finalized, the Little Thompson Water District accepted the Town and Central Weld's agreement to store the 2,000 acre-feet of water. Storage will firm the units so that the Town will be able to use this valuable water. Staff has requested an order for a portion of this water and expects delivery soon.
- *Stormwater Master Plan (no change)* – Frederick and Dacono jointly submitted a Department of Local Affairs Energy Impact Grant application in December 2019 to develop a stormwater master plan and on April 3, the Town received notification that they were awarded funding! A contract was approved to Anderson Consulting Engineers at the June 23rd, 2020 Town Board meeting. This project is underway and the consultant has completed an existing conditions model and has begun a draft of future conditions. An update to the Board is scheduled for a work session on August 24th. This contract is scheduled to take 18 months and complete the end of 2021.

Public Works Department

- *Streets* – The street sweeping schedule continued in Raspberry Hill, Eagle Valley, Summit View, Fox Run, Downtown, Angel View, The Farm, and No Name Creek. PW picked up trash along CR5. PW Street crews are attempting to keep up with pothole repairs. The crosswalk sign located southbound on Ridgeway Blvd was repaired.
- *Parks* – PW installed individual clocks on irrigation zones in Eagle Valley. PW covered a roof opening at the Centennial Park Pump House. Park irrigation issues are being addressed in Eagle Valley, Johnson Farms, Fox Run, and Centennial parks. The summer mowing schedule continues in all parks. Colt fencing was subcontracted for repairs on the FRA fence due to a traffic accident. A pump was installed at the Gateway fountain. At Centennial Park, PW replaced 24 one-inch sprinkler heads. In Pintail Park, four ¾" heads were replaced.
- *Water* - PW checked for a possible water leak at 329 2nd St. The leak was on the homeowner's side. In Silverstone, 10 water meters were installed. In Hidden Creek, 12 water meters were installed. Lead and copper samples were submitted to the State.
- *Buildings* – PW removed the fence that was between the PD and Engineering buildings. Expired fire extinguishers were replaced at Town Hall. Wire was pulled at the Administration

Building to accommodate air conditioning. The backup generator was tested. PW assembled furniture at the Bella Rosa clubhouse.

- *Open Space* – Mowing operations continued in the open space areas of 2nd St – the alley from Tipple Pkwy to 5th St. After cutting weeds, the areas were sprayed.
- *Storm Water* – PW is checking inlets and outlets of storm drains and detention pond areas. Lots of trash is being cleared out.
- *Miscellaneous* – Cones and barricades were picked up from block party residents. PW placed logs for the Chainsaws and Chuckwagons event. PW identified light poles that could be used for security cameras at the Skate Park. The mosquito control operation continues twice every week, weather permitting. Crews are chipping the tree limbs that residents dropped off at the PW shop. PW set up and disassembled necessities for the Chainsaws and Chuckwagons event and provided support throughout the days of the event.
- *Training* – Gage Robertson, Damon Jones, and Matthew Sullivan are in the process of obtaining their CDL licenses. Rusty Ribble, Sarah Troy, Brad Leach, Alan Isaac, and John Ober are involved with higher ground training. Sarah Troy is in the process of obtaining a Water 2 license. Steve Johnson continues mechanic training in the shop with John Ober and Steve Smith.
- *Fleet Services Update* – 7/5 thru 7/16 - There were 22 total work requests:
11 unscheduled – 4 PW, 2 FFFD, 5 PD
11 scheduled – 8 PW, 1 Engineering, 2 PD
135 total Town assets were maintained.
To date, 13 additional patrol units for the PD have been received.
8 additional staff vehicles have been acquired.
Onsite fuel tanks were installed at PW and put into service in April, 2021.



TOWN OF FREDERICK MEMORANDUM

TO: Honorable Mayor Tracie Crites and Board of Trustees

FROM: Meghan Martinez, Town Clerk

DATE: July 22, 2021

SUBJECT: Town Clerk's Report

- *Commissions Updates*
 - Frederick Arts Commission
 - The Arts Commission met at Chainsaws and Chuckwagons to review the wood carvings. The commission has provided locations for placement and Public Works will begin moving the pieces in the next few weeks.
- *AV Updates*
 - The Planning Commission conducted their first in person hybrid meeting last week. Training was completed for all staff involved in Hybrid Planning Commission meetings.
- *Training*
 - Deputy Town Clerk Taylor Kittilson has been attending her first year of Clerks Institute and has been taking classes on a variety of topics including liquor licensing, records, elections, etc. Institute is a three-year program that will give Taylor credit toward obtaining her Certified Municipal Clerk designation. Classes will continue through the rest of the summer.
 - The Town Clerk has been attending Masters Academy and has taken classes on Leadership, Performance Management, etc.
 - Receptionist Kelly Green is attending records classes to further assist the department in records management.
- *Records Management*
 - Working with our vendor to develop a workflow ticket system for the Town Attorney's office to assist in tracking requests and streamline the legal departments processes.

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TOWN OF FREDERICK BOARD OF TRUSTEES ACTION MEMORANDUM

Tracie Crites, Mayor

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

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

Consideration of a Request to Table the Prosperity Final Plat

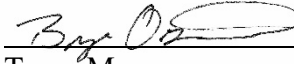
Agenda Date: Town Board Meeting – July 27th, 2021

Attachments:

- a. Request from Applicant dated July 23, 2021
- b. Resolution

Finance Review: _____
Finance Director

Submitted by: Ali van Deutekom
Senior Planner

Approved for Presentation: 
Town Manager

Quasi-Judicial Legislative Administrative

Summary Statement:

This is a request from the applicant to table the consideration of the Prosperity Final Plat.

Detail of Issue/Request:

The Prosperity Final Plat was proposed to be considered by the Board of Trustees on June 22, 2021 and was noticed as such. The applicant requested that the item be tabled until the July 27, 2021 Board of Trustees to provide the applicant additional time to work through the outstanding items in the Memorandum of Agreement for Public Improvements (MOAPI). The Board of Trustees approved the request to table the item.

Since that time, the applicant and staff have been diligently working to finalize the MOAPI for this project to ensure that public improvements and other concerns are appropriately addressed. While all the outstanding issues in the MOAPI are nearly resolved, we were unable to complete the negotiations and finalize the MOAPI in time for inclusion in the packet for this meeting. Since the MOAPI negotiations are not complete, moving forward with the Final Plat is premature. The applicant is requesting to table

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the item once again to the August 24, 2021 Board of Trustees meeting. If approved, the project will be re-noticed to inform the public of the continued hearing date.

Legal Comments:

Should the Board choose to table this item, it must be tabled to a specific date.

Alternatives/Options:

The Board of Trustees may choose whether or not to table the item and may choose the date to which the item is tabled.

Financial Considerations:

Not Applicable.

Staff Recommendation:

Staff seeks direction from the Board of Trustees.

From: [Rhonda Dick](#)
To: [Ali van Deutekom](#)
Cc: "[Richard Jablonski](#)"; [Los Esteves](#); [Carl Hurst](#); [Ryan Hurst](#); [Christopher Ernst](#)
Subject: Board of Trustees hearing for Prosperity final plat
Date: Friday, July 23, 2021 4:43:09 PM

Ali,

On behalf of the Prosperity team, we request a continuance of the Prosperity final plat to the August 24th Board of Trustees hearing.

Rhonda Dick, RLA
HURST
1265 S. Public Road, Suite B
Lafayette, CO 80026
303.449.9105
720.278.0318 (cel)
rhonda@hurst.design

**TOWN OF FREDERICK, COLORADO
RESOLUTION NO. 21-R-33**

**A RESOLUTION OF THE TOWN OF FREDERICK, COLORADO,
CONTINUING THE PUBLIC MEETING ON THE COSIDERATION OF THE
PROSPERITY FINAL PLAT**

WHEREAS, pursuant to the provisions of Chapter 4 of the Frederick Land Use Code, a public meeting for the consideration of the final plat for the Prosperity was set and noticed for 7:00 p.m. on June 22, 2021 during the regular meeting of the Board of Trustees at the Frederick Town Hall. The item was tabled to the July 27th, 2021 regular meeting of the Board of Trustees at the Frederick Town Hall; and

WHEREAS, due to timing, the public hearing on the consideration of the Prosperity final plat needs to be continued to August 24, 2021.

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

Section 1. That the Board of Trustees does hereby continue the public meeting on the consideration of the Prosperity final plat until 7:00 p.m. on August 24, 2021 at the regular Board of Trustees meeting held at the Frederick Town Hall.

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 to the passage of this resolution and make not less than one copy of the adopted resolution available for inspection by the public during regular business hours.

INTRODUCED, READ, PASSED, AND ADOPTED THIS 27th DAY OF JULY, 2021.

ATTEST:

TOWN OF FREDERICK

By _____
Meghan C. Martinez, CMC, Town Clerk

By _____
Tracie Crites, Mayor



TOWN OF FREDERICK BOARD OF TRUSTEES ACTION MEMORANDUM

Tracie Crites, Mayor

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

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

Consideration of a Resolution to Accept a Deed of Dedication for a Utility Easement for a Water Line Extension

Agenda Date: Town Board Meeting – July 27, 2021

Attachments:

- a. Utility Easement Dedication Document
- b. Resolution 21-R-34

Finance Review: _____
Finance Director

Submitted by: Sarah Watson, EI
Civil Engineer

Approved for Presentation: 
Town Manager

Quasi-Judicial Legislative Administrative

Summary Statement:

Dedication of utility easement through a Weld County Property to Tipple Parkway for the extension of a water line for the Hidden Creek Subdivision.

Detail of Issue/Request:

To provide adequate pressure and flow of water to the Hidden Creel Subdivision for water service and fire protection required by the Town's Design Standards the developer of Hidden Creek, LGI Homes has reached out to the county resident who owns the property between Hidden Creek and Tipple Parkway. LGI Homes has facilitated the dedication of a 20' utility easement adjacent to 7343 CR 16 from the owner, Christopher Godfrey.

The Utility Easement will allow for the installation, maintenance, and repair of underground utilities including water, sewer, storm water, electric, gas, etc. The Developer will install this water line

extension from the Subdivision through the County property to Tipple Parkway connecting into the existing water line in Angel View Subdivision. This improvement is required for the next two phases of the Subdivision.

Address why this matters to the community and/or how it affects the community positive way.

Note: If proposing a change to a Frederick Municipal Code, Town Policy, the Frederick Land Use Code, etc., always include a copy of the respective page(s).

Legal Comments:

The Town Attorneys have reviewed the Deed of Dedication and the Resolution.

Alternatives/Options:

The Town Board may choose whether or not to accept the dedication of utility easement.

Financial Considerations:

Not applicable.

Staff Recommendation:

Staff recommends approval of the Resolution 21-R-34 as presented accepting the Deed of Dedication for the 20' Utility Easement from the Subdivision to Tipple Parkway.

**TOWN OF FREDERICK, COLORADO
RESOLUTION NO. 21-R-34**

**A RESOLUTION OF THE TOWN OF FREDERICK, COLORADO,
ACCEPTING THE DEDICATION OF UTILIY EASEMENT**

WHEREAS, the Hidden Creek Subdivision requires a water line loop to meet Town Standards and serve the project; and

WHEREAS, Christopher Godfrey is the owner of 7343 CR 16, Weld, CO and have agreed to dedicate the standard twenty (20) foot Utility Easement required for that water line extension to the Town.

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

Section 1. The attached Deed of Dedication is accepted by the Town and the Town Manager is authorized to accept the Deed of Dedication.

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 to the passage of this resolution and make not less than one copy of the adopted resolution available for inspection by the public during regular business hours.

INTRODUCED, READ, PASSED, AND SIGNED 27TH DAY OF JULY, 2021.

ATTEST:

TOWN OF FREDERICK

By _____
Meghan C. Martinez, CMC, Town Clerk

By _____
Tracie Crites, Mayor