



MEMORANDUM

DATE:	August 1, 2008
TO:	Mayor and Town Board
VIA:	Kelly Arnold, Town Manager
FROM:	Dallas Everhart, Tornado Recovery
RE:	Tornado Recovery Activities and Opportunities

Background / Discussion:

The following report provides an update of Town and Community activity in July associated with the May 22nd tornado and severe storm. The report is organized in the same format as the June report:

- Finance
- Facilities / Town owned building and structures
- Building Permit / Citizen and Business reconstruction
- FEMA / DOLA / Long Term Recovery

The Town of Windsor is at an important point in the tornado recovery efforts. For some people in Windsor, the crisis is over and there is a return to life before the tornado. For the people who suffered damage to homes and businesses, they are still in the recovery mode. The Town now has the responsibility to provide ongoing services in a timely and efficient manner to the citizens who have returned to normal activities and to provide services resulting from the tornado damage. These dual functions may require organizational changes.

Finance:

The Town has paid over \$921,000 and has received insurance reimbursements of about \$209,000. By the end of July most invoices related to the actual event have been processed and the focus is on negotiating the insurance settlement. Expenses directly related to Town property will be reimbursed, expenses related to private property will not be reimbursed and negotiations are based on invoices for expenses that include both public and private property. It appears the Town will receive a 33% settlement on the mixed expenses. This may be a slightly higher reimbursement than originally projected, reducing the Town's net expense.

Immediately after the event, the staff created a system to track expenses and those systems are working. Somewhat more challenging is tracking revenue from insurance claims and matching those payments against reimbursements or restricting the cash for future repairs and construction. In addition to the \$209,000 identified above, the Town has received \$117,000 for claims that will be spent on reconstruction. The next phase of the financial management will be tracking reconstruction expenses, insurance settlements, and funding improvements. One way the Town can recapture some of the tornado expenses is to use some of the insurance settlement funds with other available funds to upgrade previous facilities. As an example, using roof repair insurance funds with grants and existing funds, the Town may be able to improve Town Hall.

Facilities

To accurately assess the repairs required to the Town Hall roof, demolition and removal of the third floor interior finish is being completed. We are planning on receiving the final engineering report by early August that will identify the extent of repairs and indicate if employees should be temporarily relocated during the construction. Staff is pursuing additional funding that can be combined with insurance funds and existing Town funds to make improvements to Town Hall. There is considerable opportunity to improve service to citizens by completing Town Hall improvements during the roof repairs. A current option would be to relocate the Board Chambers to the third floor, and create a more efficient customer service area in the current Chambers. To access the third floor Board Chambers a grant has been submitted to add an elevator and the related facilities associated with the American Disabilities Act (ADA). A bonus would be the opportunity to subsequently relocate Planning into the current conference room because the new Council Chambers on the third floor would serve as a conference room during the day. The current use of Council Chambers is a few nights a month because it is not a multi use space. The Town may actually save or postpone millions of dollars associated with the need for a new Town Hall.

Additional work is continuing on other Town facilities including:

- Chimney Park – The Mayor, Town Manager, and Parks / Recreation Director are working to rebuild the ball fields and related facilities to a significantly higher level. The plans have been drafted and funding is being identified. Due to the redesign there will be a small increase in capacity, the majority of the improvements are related to improving the quality of the amenities. Increased capacity for ball fields will come from completing the Diamond Valley Sports Complex including ball fields and lights.
- Lakeview Cemetery Park – The staff is working with CSU as a result of the FEMA approved ESF 14 (Emergency Service Function) designation to prepare a master plan for major corridors that will include Lakeview Cemetery Park. The professional fees associated with developing a master plan is funded by the State of Colorado as a result of the FEMA designation. Please also note that the corridor project is regional in nature and includes Milliken.
- Old Town Hall – The roof repairs require coordination and approval from the State Historical Fund and are projected to be completed before winter.

Tree replacement is being planned for early October and will require extensive citizen volunteers. The funding for tree replacement is projected to come from insurance funds, the recreate fund, and use of existing trees in our nursery. It is projected that total tree replacement may become an annual event.

The Fire Museum is not a Town facility but we are involved with the fire district in the relocation. Town staff have collaborated with the Fire District to prepare a grant application which was submitted July 31, 2008. Simultaneously the Recreation Department will review the Boardwalk Park master plan to recommend alternative uses for the current Fire Museum site.

The Town is also reviewing several current systems and structure to insure that immediate replacement or repairs are done efficiently. This may lead to long-term changes that impact future budgets. An example would be improved fleet management practices, construction management for capital projects and purchasing policies.

Building Permits / Citizen and Business reconstruction

The total number of tornado related building permits issued is now at 2,800 for the entire Town. Of the 406 properties in the FEMA designated area, 230 properties (57%) have obtained one or more permits. At a minimum obtaining a permit indicate progress. Please be aware that although 31 of those properties have finalized permits, it does not indicate the properties have been restored to pre tornado conditions. The number of permits issued weekly remains over 200 and there is no indication of activity declining.

Of greater concern are the 176 properties that have not obtained building permits, including the 14 properties that do not appear to be occupied or have any sign of activity. Insurance settlements, available contractors, foreclosures, and other issues all become complicating factors to restore these properties. To the extent available, the Code Enforcement staff, volunteers coordinated by Chief Michaels, and the Long Term Recovery Unmet needs committee coordinated by Mary Robbins will communicate with the property owners to identify repair or reconstruction plans. Based on the experience of other communities impacted by disasters, it is important to identify properties not making repairs early and make contact with the owner and or resident to provide all the help possible for reconstruction.

Please be aware that we are exploring Town options related to properties that become significant code violations with no response from owners.

Long Term Recovery

The Town of Windsor is responsible for the Emergency Support Function (ESF) #14 – Long Term “Community” Recovery committee. Below is the progress on the project action items:

1. Increase engagement at federal and state level
 - a. The next ESF 14 meeting is August 21 @ 6:00 p.m. at the Windsor Town Hall. Don Sandoval chairs this meeting.
2. Build relationship to improve local cooperation - meetings with local managers and Don Sandoval from the Department of Local Affairs (DOLA) are schedule for the 1st and 3rd Thursdays of each month @ 10:00 a.m.
3. Rebuild Green
 - a. The Build Green work shop was held July 23rd and considered a success. A follow up work session is being considered.
 - b. The next step for the Town of Windsor will be to identify building green code changes.
4. Develop pre-disaster mitigation plan with FEMA – State
5. Primary Workforce Housing Committee’s Housing Needs Assessment – the next meeting is schedule for August 6th

6. Transportation corridors & Lakeview Cemetery Park
 - a. Meeting with Mike Tupa and CSU on Friday August 1st
7. Economic impact study
 - a. John Vender report is in process and expected in August.
8. Identify additional State resources – Ongoing
9. Identify non-profit funding for unmet needs – Ongoing

FEMA – Volunteer Agencies – Long Term Recovery – for Individuals

Under this program, several subcommittees exist to meet the needs of individuals impacted by the disaster including volunteer coordination, case management, crisis counseling, community assessment, finance and donations, unmet needs and city and county liaisons. The Town of Windsor is represented by Mary Robins on the Unmet Needs Subcommittee and Mary and Dallas Everhart (interim) are the City Liaisons. The organizations previously occupying the multipurpose room at the Town Hall are part of the Unmet Needs Subcommittee. Citizens looking for these agencies should call 211.

Concluding Remarks:

Final candidates for the permanent staff to manage the tornado recovery efforts have been identified and it is anticipated the position will be filled by the end of August. Changes to current staffing and workloads will continued to be evaluated to identify improvements.