



TOWN BOARD SPECIAL MEETING

May 16, 2022 - 5:30 PM

Town Board Chambers, 301 Walnut Street, Windsor, CO 80550

To view Town Board meeting broadcasts, visit
www.windsorgov.com/MeetingsOnDemand.

AGENDA

A. CALL TO ORDER

1. Roll Call
2. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration

B. BOARD DISCUSSION

1. Benchmarking in Public Services - K. Cunningham, Public Policy & Administration Intern
2. Future Meetings Agenda

C. EXECUTIVE SESSION

1. An executive session pursuant to Colorado Revised Statutes Section 24-6-402 (4) (a) concerning the purchase, acquisition, lease, transfer, or sale of any real, personal or other property interest, and no members of the Town Board have any personal interests in such purchase, acquisition, lease transfer, or sale; available property. (Shane Hale, Town Manager)

D. ADJOURN

The Town of Windsor will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (970) 674-2400 by noon on the Thursday prior to the meeting to make arrangements.



MEMORANDUM

Date: May 16, 2022
To: Mayor and Town Board
From: Kurtis Cunningham
Re: Benchmarking in Public Services - K. Cunningham, Public Policy & Administration Intern
Item #: B.1.

Background / Discussion:

During the last quarter of 2021, the Public Services Department began to develop internal benchmarks in an effort to improve the quality and efficiency of each department. Through a partnership with CSU, the Town Manager was able to bring on a graduate student who among many assignments provided research and assistance to Town staff regarding their benchmarking efforts.

At your work session, our intern and Town staff will present on our ongoing process establishing benchmarks, outreach and research, as well as some of our initial findings.

Financial Impact:

Relationship to Strategic Plan:

Recommendation:

CC:

Shane Hale, Town Manager
Eric Lucas, Public Services Director
Tara Fotsch, Deputy Director of Parks, Recreation & Culture
Brian Rowe, Acting Deputy Director of Public Works

Attachments:



MEMORANDUM

Date: May 16, 2022
To: Mayor and Town Board
From: Karen Frawley, Town Clerk
Re: Future Meetings Agenda
Item #: B.2.

Background / Discussion:

Not applicable

Financial Impact:

Not applicable

Relationship to Strategic Plan:

Not applicable

Recommendation:

Not applicable

CC:

Shane Hale, Town Manager

Attachments:

1. 2022 Future Meetings Agenda



FUTURE TOWN BOARD MEETINGS

May 19 – 20, 2022 All-day both days	Town Board Strategic Planning Retreat
May 23, 2022 5:30 p.m.	Town Board Work Session Meet the Board Regional Transportation Discussion
May 23, 2022 7:00 p.m.	Town Board Regular Meeting
May 30, 2022	Canceled – Memorial Day Holiday
June 6, 2022 5:30 p.m.	Town Board Work Session FAMLI Program Follow-up Discussion Early Hires for Police Department
June 13, 2022 5:30 p.m.	Town Board Work Session Board/Manager/Attorney Monthly Meeting Packet and CivicClerk Review
June 13, 2022 7:00 p.m.	Town Board Regular Meeting
June 20, 2022 5:30 p.m.	Town Board Work Session
June 27, 2022 5:30 p.m.	Town Board Work Session Meet the Board
June 27, 2022 7:00 p.m.	Town Board Regular Meeting
July 4, 2022	Cancelled – Independence Day Holiday
July 11, 2022 5:30 p.m.	Town Board Work Session Board/Manager/Attorney Monthly Meeting
July 11, 2022 7:00 p.m.	Town Board Regular Meeting
July 18, 2022 5:30 p.m.	Town Board Work Session
July 25, 2022 5:30 p.m.	Town Board Work Session Meet the Board

July 25, 2022 7:00 p.m.	Town Board Regular Meeting
August 1, 2022 5:30 p.m.	Town Board Work Session
August 8, 2022 5:30 p.m.	Town Board Work Session
August 8, 2022 7:00 p.m.	Town Board Regular Meeting
August 15, 2022 5:30 p.m.	Town Board Work Session
August 22, 2022 5:30 p.m.	Town Board Work Session
August 22, 2022 7:00 p.m.	Town Board Regular Meeting
August 29, 2022	Canceled – Fifth Monday

Future Work Session Topics

- DDA Entertainment District
- Telecom Code (Pending FCC Rules)
- Regional Water Treatment Plant Site
- Economic development/retail needs based on population levels (following retail assessment)
- Land Use Code Update
- Discuss Wells Used For Geologic Sequestration of Carbon Dioxide draft ordinance
- August 15 – Budget – Revenue Projections
- September 19 – Budget – Capital Improvement Plan
- October 3 – Budget – Utility Rates and Fees
- October 15 (Saturday) – Operating Budget
- October 24 – Budget – Follow-up Questions