



Town Board Regular Meeting

August 14, 2023 - 7:00 PM

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

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MINUTES

A. CALL TO ORDER

Mayor Rennemeyer called the meeting to order at 7:14 p.m.

1. Roll Call

Present:

Mayor Paul Rennemeyer
Mayor Pro Tem Barry Wilson - Absent
Ron Steinbach
Ken Bennett
Julie Cline
Victor Tallon
Jason Hallett

Also Present:

Shane Hale, Town Manager
Dan Money, Town Attorney
Eric Lucas, Public Services Director
Aaron Lopez, Police Commander
Scott Ballstadt, Planning Director
Dean Moyer, Finance Director
Tara Fotsch, Deputy Director of PRC
Kim Emil, Deputy Town Attorney
Kimberly Lambrecht, Senior Planner
David Eisenbraun, Senior Planner
Wade Willis, Open Space and Trails Manager
Rece Lampe, Digital Media Coordinator
Karen Frawley, Town Clerk

2. Pledge of Allegiance

Mayor Rennemeyer asked Town Board Member Bennett to lead the Pledge of Allegiance.

3. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration

Town Board Member Hallett moved to approve the agenda as written, Town Board Member Tallon seconded the motion. Roll call on the vote resulted as follows; Yeas - Victor Tallon, Ron Steinbach, Paul Rennemeyer, Ken Bennett, Julie Cline, Jason Hallett; Nays - None; Motion Passed.

4. Presentation

a. Fundraising Update: Special Olympics of Colorado Polar Plunge 2023 - Sergeant Rick Cook

The Windsor Police Department has been a regular participant and leader with the

Special Olympics of Colorado, participating in and hosting regular annual events in partnership with the organization. These include the annual Special Olympics Torch Run, No-Shave November, Plane Pull, Polar Plunge, among others. The Polar Plunge is an annual event which has been hosted locally at Windsor Lake and is an area in which Windsor is a noteworthy leader. In support of these efforts, the Town Board has discussed consideration of matching funds raised by Town of Windsor staff related to this event, up to \$7500.

5. Board Liaison Reports

Town Board Member Steinbach - Historic Preservation Commission, Water and Sewer Board

Town Board Member Steinbach reported that the Historic Preservation Commission has been working on their preservation plan as well as the presentation for the Town Board.

Town Board Member Steinbach reported that the Water and Sewer Board discussed the Hayden property service request and discussion of the Cobb Lake Water Authority creation agreement.

Mayor Pro Tem Wilson - Larimer County Behavioral Health Policy Council, Great Western Trail Authority, 34, and I-25 Coalitions

Mayor Pro Tem Wilson was absent and will provide an update at the next meeting.

Town Board Member Bennett – Parks, Recreation and Culture Advisory Board, Windsor Arts Commission

Town Board Member Bennett reported that the Parks, Recreation and Culture Advisory Board held a discussion and approval of an amendment to the Signature Bluffs natural conservation easement.

Town Board Member Bennett reported that the Windsor Arts Commission will be meeting Wednesday and will see presentations by four artists who have presented proposals for a sculpture at the Halfway Homestead property.

Town Board Member Cline – Clearview Library Board, Poudre River Trail Corridor Authority

Town Board Member Cline reported that the Clearview Library Board hosted its end of summer carnival for their reading group program. Upcoming items include a touch a truck event on August 24th, and began speaking about the new hires for the new library in Serverance. The Friends of the Foundation is looking for a part-time executive director for the foundation.

Town Board Member Cline reported that the Poudre River Trail Corridor Authority appointed three individuals to fill board vacancies and now has a full board. Upcoming events include guest barista day at the Human Bean in Windsor on August 24th from 9:00 to 11:00. The full moon bike ride will be coming up on August 30th starting at Kodak park headed into Greeley and back. The Party for the Poudre will be hosted with the creative district of Greeley and located at the Karess Theater on September 21st.

Town Board Member Tallon - Planning Commission, Chamber of Commerce

Town Board Member Tallon reported that the Planning Commission discussed items that

will be on the agenda later tonight.

Town Board Member Tallon reported that the Chamber of Commerce has not met since the last provided update.

Town Board Member Hallett - Windsor Housing Authority, Tree Board

Town Board Member Hallett reported that neither board has met since the last provided update.

Mayor Rennemeyer - Downtown Development Authority, North Front Range MPO

Mayor Rennemeyer reported that the Downtown Development Authority held its What's Brewing event and had a very large attendance.

Mayor Rennemeyer reported that the North Front Range MPO approved the projects guidebook for the call for projects as well as a task amendment to the fiscal year 2023 projects list. The MPO listened to a presentation from Front Range Passenger Rail talking about potential routes from Northern Colorado to Denver and back. Windsor will be hosting the next MPO meeting on September 7th at the Public Services facility.

6. Public Invited to be Heard

Mayor Rennemeyer opened the meeting up for public comment, to which there was none.

B. CONSENT CALENDAR

1. Approval of the July 24, 2023 Town Board Regular Meeting Minutes - K. Frawley, Town Clerk
2. Approval of the August 7, 2023 Town Board Special Meeting Minutes - K. Frawley, Town Clerk
3. A Resolution No. 2023-39 - A Resolution Accepting and Approving the Final Construction Costs between the Town of Windsor and Raindance Metropolitan District No. 1 with Respect to New Liberty Road Modifications - O. Herrera, Deputy Director of Engineering
On June 20, 2021 the Town Board approved Resolution No. 2021-36 approving an Intergovernmental Agreement (IGA) with the Raindance Metropolitan District No. 1 for modifying New Liberty Road east of Colorado Blvd and west of Hilltop Estates. The New Liberty Rd. modifications addressed future infrastructure maintenance accessibility, first responder and multi-modal accessibility needs.
4. Resolution No. 2023-40 - A Resolution Making Certain Findings of Fact Concerning the Smith Farm Annexation to the Town of Windsor, Colorado; Determining Substantial Compliance with Section 31-12-101, ET SEQ., C.R.S., "The Municipal Annexation Act of 1965"; and Establishing Dates for Public Hearings Before the Planning Commission and the Town Board of the Town of Windsor, Colorado, with Regard to the Smith Farm Annexation - D. Eisenbraun, Senior Planner

Vima Partners, LLA, owned by Martin Lind, has filed a Petition to Annex approximately 133.87 acres of property adjacent to and immediately south of Crossroads Blvd, to the Town of Windsor. The property is contiguous with the Town of Windsor Corporate Limits, bordering Crossroads and is within the Town's Growth Management Area (GMA), meaning the Town has anticipated this area being annexed to the Town. Per C.R.S., the

perimeter of the proposed annexation meets the 1/6 contiguity to the existing Town limits requirement.

5. Report of Bills for July 2023 - D. Moyer, Director of Finance

Town Board Member Hallett moved to approve consent calendar as presented, Town Board Member Tallon seconded the motion. Roll call on the vote resulted as follows; Yeas - Victor Tallon, Ron Steinbach, Paul Rennemeyer, Ken Bennett, Julie Cline, Jason Hallett; Nays - None; Motion Passed.

C. BOARD ACTION

1. Public Hearing - Ordinance No 2023-1679 - An Ordinance Approving the Haas Annexation to the Town of Windsor and the Establishment of Zoning - Harland Haas, Owner/Applicant; JKP Consulting, LLC (Kris Pickett), Applicant's Representative

Harland Haas (Owner/Applicant), represented by Kris Pickett with JKP Consulting, LLC (Applicant's Representative), has submitted:

- A petition to annex approximately 15.85 acres to the Town of Windsor and zone as Residential Mixed Use One (RMU-1).
- A Master Plan outlining land uses for the subject property.

Town Board Member Hallett moved to open the public hearing, Town Board Member Steinbach seconded the motion. Roll call on the vote resulted as follows; Yeas - Victor Tallon, Ron Steinbach, Paul Rennemeyer, Ken Bennett, Jason Hallett; Nays - None; Motion Passed.

Town Board Member Tallon stated "Mayor Rennemeyer, for the record, I would like to point out that in my capacity as Town Board liaison to the Planning Commission, I was present at the Planning Commission meeting during which this matter was previously presented. I wish to state that my participation in the Planning Commission proceeding has in no way influenced me in my capacity as a Town Board member this evening. I will make my decision and cast my vote this evening based solely on the evidence presented during this public hearing."

Mayor Rennemeyer opened the hearing up for public comment, to which there was none.

Town Board Member Hallett moved to close the public hearing, Town Board Member Tallon seconded the motion. Roll call on the vote resulted as follows; Yeas - Victor Tallon, Ron Steinbach, Paul Rennemeyer, Ken Bennett, Jason Hallett; Nays - None; Motion Passed.

2. Resolution No. 2023-41 - A Resolution Making Certain Findings of Fact Pursuant to Section 31-12-110 C.R.S., Concerning the Haas Annexation to the Town of Windsor, Colorado - Harland Haas, Owner/Applicant; JKP Consulting, LLC (Kris Pickett), Applicant's Representative

Attached find Resolution No. 2023-41 Making Certain Findings of Fact pursuant to Section 31-12-110 C.R.S. concerning the Haas Annexation to the Town of Windsor, Colorado. For additional information, please refer to the Background/Discussion information provided in Item C.1.

Town Board Member Hallett moved to approve Resolution No. 2023-41, Town Board Member Tallon seconded the motion. Roll call on the vote resulted as follows; Yeas - Victor Tallon, Ron Steinbach, Paul Rennemeyer, Ken Bennett, Julie Cline, Jason Hallett; Nays - None; Motion Passed.

3. Ordinance No. 2023-1679 - An Ordinance Approving the Haas Annexation to the Town of Windsor Pursuant to the Colorado Municipal Annexation Act of 1965 - Harland Haas, Owner/Applicant; JKP Consulting, LLC (Kris Pickett), Applicant's Representative

Please refer to Background/Discussion information provided in Item C.1

Town Board Member Hallett moved to approve Ordinance No. 2023-1679, Town Board Member Steinbach seconded the motion. Roll call on the vote resulted as follows; Yeas - Victor Tallon, Ron Steinbach, Paul Rennemeyer, Julie Cline, Jason Hallett; Nays - None; Motion Passed.

4. Public Hearing - Resolution No. 2023-42 - A Resolution Approving the Haas Annexation Master Plan - Harland Haas, Owner/Applicant; JKP Consulting, LLC (Kris Pickett), Applicant's Representative

Please refer to Background/Discussion information provided in Item C.1

Town Board Member Cline moved to open the public hearing, Town Board Member Hallett seconded the motion. Roll call on the vote resulted as follows; Yeas - Victor Tallon, Ron Steinbach, Paul Rennemeyer, Ken Bennett, Jason Hallett; Nays - None; Motion Passed.

Mayor Rennemeyer opened the hearing up for public comment, to which there was none.

Town Board Member Hallett moved to close the public hearing, Town Board Member Bennett seconded the motion. Roll call on the vote resulted as follows; Yeas - Victor Tallon, Ron Steinbach, Paul Rennemeyer, Ken Bennett, Jason Hallett; Nays - None; Motion Passed.

5. Resolution No. 2023-42 - A Resolution Approving and Confirming the Master Plan for the Haas Annexation to the Town of Windsor - Harland Haas, Owner/Applicant; JKP Consulting, LLC (Kris Pickett), Applicant's Representative

Please refer to Background/Discussion information provided in Item C.1

Town Board Member Hallett moved to approve Resolution No. 2023-42, Town Board Member Cline seconded the motion. Roll call on the vote resulted as follows; Yeas - Victor Tallon, Ron Steinbach, Paul Rennemeyer, Ken Bennett, Julie Cline, Jason Hallett; Nays - None; Motion Passed.

6. Ordinance No. 2023-1680 - An Ordinance Amending Certain Portions of Windsor Municipal Code Chapters 4 and 6 Concerning Retail License Fees

Town Board Member Hallett moved to approve Ordinance No. 2023-1680, Town Board Member Bennett seconded the motion. Roll call on the vote resulted as follows; Yeas - Victor Tallon, Ron Steinbach, Paul Rennemeyer, Ken Bennett, Julie Cline, Jason Hallett; Nays - None; Motion Passed.

D. COMMUNICATIONS

1. Communications from Town Attorney

2. Communications from Town Staff

a. Financial Report for April and May 2023 - D. Moyer, Director of Finance

b. Key Performance Indicators Report for August 2023 - E. Lucas, Public Services Director

Attached are the Town's Key Performance Indicators for August 2023. This report marks the 4th KPI report, meaning we are 1/3 of the way through our first year of data collection and analysis. Every month I highlight a KPI in each of the strategic focus areas in an effort to provide context to the data we are collecting.

1. Strategic Growth: We all have witnessed a wetter than normal summer and the result has been positive in terms of water supply. It is reflective in the *water supply index* that has risen to 115% as we enter August and early September, which are typically our last chance for hot days we will experience in 2023.

2. Vital Infrastructure: The only statistical change in this focus area continues to be the 2023 YTD Capital Expenses. We remain in the heart of the construction season and spending continues to increase in all areas of the capital budget. The largest being in the areas of water and sewer infrastructure. Followed by streets, parks, vehicles and buildings.

3. Vibrant and Healthy Economy: Typically, I would highlight another KPI but with little change to most KPI's in this focus area and an entire month's data now available from June in the KPI Visitors to Special Events, I felt it deserved a deeper look at the information now available.

As you can see, we see spikes in June for every concert (Thursdays) as well as farmers' markets (Saturdays). It's also obvious that the Thursday concerts experienced weather as the numbers are lower than dates where the weather was nice. Regardless, they show that those two consistent summer events draw people to the park and downtown.

Lastly, you will notice a huge spike in attendance on Saturday, June 17th. It was a beautiful summer Saturday that had 2 events, the farmers' market and the Water Lantern Festival that evening. Drawing over 6,800 people to the park. While I look forward to seeing the data for the entire summer and doing a deeper dive, it is becoming clear that events in Windsor are drawing residents and visitors to our park and downtown which most likely correlate into an economic impact for the community.

3. Communications from Town Manager

a. Monthly Board Report - Focus Area Updates

1. Strategic Growth

Goal 1.1: Establish plans for a proactive emergency response (86% completed)

- Town Manager Hale participated in a tabletop exercise with other Larimer County Managers on July 26. There will be a follow-up exercise with representative elected officials later this fall.

2. Sustainable Infrastructure

Goal 2.5: Provide a safe and reliable water supply for the community (45.75% completed)

- The Cobb Lake Water Treatment Authority group is continuing to work on finalizing the Authority Creation Agreement. The group began high-level discussions regarding the initial water demands from each entity and how the plant will be phased in over time. Pipeline sizes and routing have been reviewed. The group entities are also considering alternative supply methods and existing pipeline sharing to use resources more efficiently.

3. Vibrant and Healthy Economy

Goal 3.2: Attract diverse and unique restaurants throughout Windsor (44% completed)

- Economic development is continuing to attract unique restaurants throughout Windsor. The town no longer has any empty restaurant spaces, as Wing Shack has opened in the former Lonesome Buck space. The former Topsy Cricket (coffee house) in downtown has a new café-style business interested in locating to that space and is currently working through the development review process.
- A recent announcement from Future Legends Sports Complex, Panhandler's Pizza will be opening at the complex when the retail buildings are complete. This will be the second location for the restaurant in Northern Colorado and the first in Windsor. Until then, you can try them out at the food truck they have on site.

Per Mr. Hale, expressed gratitude to all that attended the new Police Department groundbreaking last Friday. Windsor schools are back in school on Wednesday, August 16th.

4. Communications from Town Board

Coffee with the Mayor will be held this Friday at the Recreation Center from 10:00 -11:00 a.m.

E. EXECUTIVE SESSION

1. An Executive Session Pursuant to Colorado Revised Statutes §24-6-402 (4)(e)(I) for the Purposes of Determining Positions Relative to Matters that may be Subject to Negotiations; Developing Strategy for Negotiations; and Instructing Negotiators with Respect to Open Space Tax Implementation and Acquisitions (Wade Willis, Open Space and Trails Manager)

Town Board Member Cline moved to enter into executive session pursuant to Colorado Revised Statutes §24-6-402 (4)(e)(I) for the purpose of determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators with respect to open space tax implementation and acquisitions, Town Board Member Hallett seconded the motion. Roll call on the vote resulted as follows; Yeas - Paul Rennemeyer, Ken Bennett, Julie Cline, Victor Tallon, Jason Hallett, Ron Steinbach; Nays - None; Motion Passed.

The Town Board entered into an executive session at 8:59 p.m.

Upon a motion duly made, the Town Board returned to the regular meeting at 9:46 p.m.

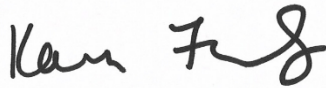
The executive session was closed and the Town Board returned to the Regular Meeting.

Upon returning to the Regular Meeting, Mayor Rennemeyer advised that if any participants in the Executive Session believed the session contained any substantial discussion of any matters not included in the motion to convene the Executive Session, or believed any improper action occurred during the Session in violation of the Open Meetings Law; such concerns should now be stated. Hearing none, the Regular Meeting resumed at 9:46 p.m.

F. ADJOURN

Town Board Member Hallett moved to adjourn, Town Board Member Tallon seconded the motion. Roll call on the vote resulted as follows; Yeas - Victor Tallon, Ron Steinbach, Paul Rennemeyer, Ken Bennett, Julie Cline, Jason Hallett; Nays - None; Motion Passed.

Upon a motion duly made, the meeting was adjourned at 9:47 p.m.



Karen Frawley, Town Clerk