TOWN BOARD SPECIAL MEETING

October 2, 2023 - 5:00 PM
1st Floor Conference Room, 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 ACTION

1. Resolution No. 2023-51 - A Resolution of the Town Board of the Town of Windsor, Colorado, Expressing Their Intent to Commit to the Local Jurisdictional Requirements Under Colorado Proposition 123 Regarding State Funding for Affordable Housing
   - Legislative action
   - Staff presentation: Sandra Mezzetti, Senior Planner

C. BOARD DISCUSSION

1. Future Meetings Agenda
2. Biosolids Tour
   Wastewater Treatment Plant
   30502 Highway 257
   Windsor, CO 80550

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: October 2, 2023
To: Mayor and Town Board
From: Sandra Mezzetti, Senior Planner
Daniel Money, Town Attorney
Re: Resolution No. 2023-51 - A Resolution of the Town Board of the Town of Windsor, Colorado, Expressing Their Intent to Commit to the Local Jurisdictional Requirements Under Colorado Proposition 123 Regarding State Funding for Affordable Housing
Item #: B.1.

Background / Discussion:
Proposition 123 was approved by Colorado voters in 2022 thus, creating new affordable housing programs and funding sources, such as grants and loans, for local governments and nonprofit affordable housing developers to access through the State Affordable Housing Fund. Proposition 123 requires the governing body of a local government that desires funding under Proposition 123 to make and file with the Colorado Department of Local Affairs (DOLA), by no later than November 1, 2023. The commitment shall specify how the combined number of newly constructed affordable housing units and existing units converted to affordable housing within its boundaries will be increased by three percent (3%) each year for three (3) years over the baseline number of affordable housing units within its boundaries. If the Town is unsuccessful in meeting the required nine percent (9%) baseline increase over the three-year cycle, the Town will be ineligible for funding for the first year of the next three-year commitment cycle. Repayment of any funds granted or distributed will not be required. After sitting out for one year of funding eligibility, the Town may submit a new commitment for the remaining two years and the required baseline increases will only be based on the two years or a six percent (6%) increase.

The Windsor Housing Authority (WHA) has requested that the Town submit a Proposition 123 Affordable Housing Commitment to the Colorado Division of Local Affairs (DOLA). The primary purpose of this request is to allow WHA to be eligible to apply for the Proposition 123 Concessionary Debt Program, administered by the Colorado Housing and Finance Authority (CHFA). If approved, the funding will be used to fill a funding gap of approximately $865,000 for the Jacoby Meadows Senior Apartments. The WHA would not be eligible for any Proposition 123 financial assistance without the Town filing a commitment with DOLA. The deadline for filing such commitment is November 01, 2023. However, the application deadline for applying for the Concessionary Debt Program is October 09, 2023. CHFA has indicated, through email correspondence, the executed resolution will suffice as proof of the Town's intent to file a commitment while the Town works to address the requirements of the affordable housing commitment.

Relationship to Comprehensive Plan
The application is consistent with the Comprehensive Plan, particularly the following:

Chapter 5c – Residential Areas Framework Plan
Goal: Support diverse housing and residential neighborhoods to meet the needs of varying family sizes, lifestyles, and income levels.

Objective 3: Increase the number of affordable housing units that provide opportunities for working

families and seniors.

Staff comment: This resolution will assist WHA in obtaining eligibility to apply for additional funding to bring the Jacoby Meadows Senior Apartments to fruition.

Financial Impact:

Relationship to Strategic Plan:
Filing a commitment to increase the Town's affordable housing stock is generally consistent with the Strategic Plan's Mission: *The Town of Windsor promotes community and hometown pride through sustainable, excellent, and equitable delivery of services in a fiscally responsible manner*.

Filing a commitment to increase the Town's affordable housing stock will allow an opportunity for the WHA to fill their funding gap and create additional affordable housing in the community. The Jacoby Meadows Senior Apartments parcel, located within the Windshire Subdivision, is already served by Town infrastructure and services. Connections to existing infrastructure and services is not only a sustainable practice but is also fiscally responsible

Recommendation:
Staff recommends that the Town Board approve Resolution 2023-51.

CC:
Shane Hale, Town Manager
Daniel Money, Town Attorney
Scott Ballstadt, Director of Planning
Frankie Cole, Windsor Housing Authority Chairperson
Jeff Feneis, Executive Director, Loveland Housing Authority
Eric Hull, Director of Real Estate Development, Loveland Housing Authority

Attachments:
1. Resolution Opting In To Prop 123
2. CHFA Correspondence - Prop 123 - Concessionary Debt Program

TOWN OF WINDSOR

RESOLUTION NO. 2023-51

A RESOLUTION OF THE TOWN BOARD OF THE TOWN OF WINDSOR, COLORADO, EXPRESSING THEIR INTENT TO COMMIT TO THE LOCAL JURISDICTIONAL REQUIREMENTS UNDER COLORADO PROPOSITION 123 REGARDING STATE FUNDING FOR AFFORDABLE HOUSING

WHEREAS, the Town of Windsor (The "Town") is a home rule municipality, organized and existing under Article XX, Section 6 of the Colorado Constitution; and

WHEREAS, as the Town's population has increased, the price of housing has also increased due to the Town's attractive attributes; and

WHEREAS, due to the steady increase in housing prices, the Town Board would like to research and explore the means to provide affordable housing to the Towns' residents; and

WHEREAS, in 2022, Colorado voters approved Proposition 123, enacting Title 29, Article 32, C.R.S., which created new affordable housing programs and funding sources, such as grants and loans, for local governments and nonprofit affordable housing developers to access through the State Affordable Housing Fund; and

WHEREAS, Proposition 123, requires the governing body of a local government that desires funding under Proposition 123 to make and file with the Colorado Department of Local Affairs, by no later than November 1, 2023, a commitment specifying how the combined number of newly-constructed affordable housing units and existing units converted to affordable housing within its boundaries will be increased by three percent (3%) each year for three (3) years over the baseline number of affordable housing units within its boundaries; and

WHEREAS, Proposition 123 encourages regional partnerships among local governments by enabling local governments to enter into written agreements that allow them to work collaboratively to meet their affordable housing development goals and commitments; and

WHEREAS, the Town Board has expressed its desire to increase its affordable housing units under the commitment and will do so as a Town effort or to collaborate with neighboring jurisdictions through the execution of an intergovernmental agreement that will memorialize the method of distributing affordable housing development credits above baseline levels; and

WHEREAS, the Town Board authorizes the Town Manager or the Manager's designee to prepare and file a Proposition 123 commitment on behalf of the Town and to take any necessary steps in furtherance of the commitment.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN BOARD OF THE TOWN OF WINDSOR, COLORADO, THAT:

Section 1. The Town Manager or the Manager's designee shall prepare and file a Proposition 123 commitment on behalf of the Town prior to November 1, 2023.

Section 2. The Town commits efforts to increase affordable housing units by three percent (3%) a year for the next three (3) years, as required under Proposition 123.

Section 3. The Town shall take any additional necessary steps to become eligible for funding under Proposition 123.

Section 4. The Town, if needed, will work collaboratively with neighboring jurisdictions through an intergovernmental agreement to memorialize this commitment of increasing affordable housing units and to establish an agreed upon method of distributing affordable housing credits that are in excess of baseline commitments.

RESOLVED AND PASSED this _____ day _____, 2023.

TOWN OF WINDSOR, COLORADO

_____

Paul Rennemeyer, Mayor

ATTEST:

_____

Karen Frawley, Town Clerk

From: David Foust
To: Sandra Mezzetti
Cc: Daniel Money; Scott Ballstadt
Subject: RE: Prop 123 - Concessionary Debt Program
Date: Wednesday, September 27, 2023 11:31:10 AM
Attachments: image001.png

> **Caution:** **External Email**

Sanda,

It was great chatting with you yesterday. That's correct. We will accept the accept the resolution while the town works on completing the commitment application to DOLA.

David Foust
Commercial Loan Officer III

Colorado Housing and Finance Authority

1981 Blake Street
Denver, CO 80202

PO Box 60
Denver, CO 80201

303.297.4865 direct
303.297.chfa (2432) main
800.877.chfa (2432) toll free

www.chfainfo.com

financing the places where people live and work

From: Sandra Mezzetti <smezzetti@windsorgov.com>
Sent: Wednesday, September 27, 2023 11:15 AM
To: David Foust <dfoust@chfainfo.com>
Cc: Daniel Money <dmoney@windsorgov.com>; Scott Ballstadt <sballstadt@windsorgov.com>
Subject: Prop 123 - Concessionary Debt Program

> You don't often get email from smezzetti@windsorgov.com. Learn why this is important

[This email originated outside of CHFA]

David,

Thank you for speaking with me yesterday regarding the Proposition 123 Concessionary Debt Program. As discussed, the Town of Windsor is working with the Windsor Housing Authority (WHA) on the Jacoby Meadows Senior Apartments. The project is both income qualified and age qualified and addresses a major need in our community. We understand the Town will need to submit a commitment to the State to increase its affordable housing stock prior to WHA submitting their application for the Concessionary Debt Program. The Windsor Town Board will hold a special meeting on October 02, 2023, to discuss filing the affordable housing commitment and, if approved, will be signing, and executing a resolution stating their intent to opt in. My question yesterday was does the Town need to submit the commitment to DOLA and be approved or will the executed resolution suffice as the intent of the Town to opt in. You indicated that the resolution would be acceptable for this situation while the Town works to complete the items required in the commitment application. We would provide a copy to the WHA to include in their concessionary debt application. Please confirm this is correct.

Sincerely,

Sandra Mezzetti, AICP
Senior Planner
Town of Windsor, Colorado
Community Development | Planning

301 Walnut St., Windsor, CO 80550
Office: 970-674-2410
Cell: 970-388-2934
smezzetti@windsorgov.com
windsorgov.com

CONFIDENTIALITY. This email and any attachments are confidential, except where the email states it can be disclosed; it may also be privileged. If received in error, please do not disclose the contents to anyone, but notify the sender by return email and delete this email (and any attachments) from your system.

MEMORANDUM

Date: October 2, 2023
To: Mayor and Town Board
From: Shane Hale, Town Manager
Re: Future Meetings Agenda
Item #: C.1.

Background / Discussion:

Financial Impact:

Relationship to Strategic Plan:

Recommendation:

CC:

Attachments:
1. 2023 Future Meetings Agenda

FUTURE TOWN BOARD MEETINGS

October 9, 2023 5:30 p.m.	Town Board Work Session Board/Manager/Attorney Monthly Meeting FEMA Flood Insurance Rate Map Update Windsor Severance Fire Rescue IGA Discussion
October 9, 2023 7:00 p.m.	Town Board Regular Meeting
October 14, 2023 Saturday	Town Board Work Session (Public Service Campus) Operating Budget
October 16, 2023 5:30 p.m.	Town Board Work Session Non-profit Funding Discussion Utility Rates & Fees Discussion Park Ordinance
October 23, 2023 5:30 p.m.	Town Board Work Session CIP Follow-up Discussion
October 23, 2023 7:00 p.m.	Town Board Regular Meeting
October 30, 2023	Canceled – 5th Monday
November 6, 2023 5:30 p.m.	Town Board Work Session Land Use Code Updates Severance IGA
November 13, 2023 5:30 p.m.	Town Board Work Session Board/Manager/Attorney Monthly Meeting Follow-up Budget Questions
November 13, 2023 7:00 p.m.	Town Board Regular Meeting
November 20, 2023 5:30 p.m.	Town Board Work Session
November 27, 2023 5:30 p.m.	Town Board Work Session Lodging Tax Discussion
November 27, 2023 7:00 p.m.	Town Board Regular Meeting
December 4, 2023 5:30 p.m.	Town Board Work Session

December 11, 2023 5:30 p.m.	Town Board Work Session Board/Manager/Attorney Monthly Meeting Hauler Licensing Discussion
December 11, 2023 7:00 p.m.	Town Board Regular Meeting
December 18, 2023 5:30 p.m.	Town Board Work Session
December 25, 2023	Canceled – Christmas Holiday

Future Work Session Topics

- DDA Entertainment District
- Telecom Code (Pending FCC Rules)
- Weld RE-4 School Land Dedication/Cash in lieu of Land Update
- Smart Meter Project (Brian)

MEMORANDUM

Date: October 2, 2023
To: Mayor and Town Board
From:
Re: Biosolids Tour
Wastewater Treatment Plant
30502 Highway 257
Windsor, CO 80550
Item #: C.2.

Background / Discussion:

Financial Impact:

Relationship to Strategic Plan:

Recommendation:

CC:

Attachments: