



Town Board Regular Meeting

November 27, 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 7:01 p.m.

1. Roll Call

Present:

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

Also Present:

Shane Hale, Town Manager
Dan Money, Town Attorney
Jess Humphries, Administrative Services Director
Eric Lucas, Public Services Director
John Thornhill, Community Development Director
Dean Moyer, Finance Director
Stacy Brown, Economic Development Director
Tara Fotsch, Deputy Director of PRC
Aaron Lopez, Police Commander
Cheryl Turner, Deputy Director of Finance
Kimberly Lambrecht, Senior Planner
Brian Rowe, Deputy Director of Public Works
Karl Gannon, Budget Analysis
Ben Bodiker, Creative Services Supervisor
Karen Frawley, Town Clerk

2. Pledge of Allegiance

Mayor Rennemeyer asked Town Board Member Steinbach 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 Cline moved to add a proclamation for Small Business Saturday 2023 and to move item C.8 the WDA budget item to item number four and move the following items to follow and to approve the agenda as amended, Town Board Member Hallett seconded the motion. Roll call on the vote resulted as follows; Yeas - Paul Rennemeyer, Barry Wilson, Ken Bennett, Julie Cline, Victor Tallon, Jason Hallett, Ron Steinbach; Nays - None; Motion Passed.

4. Board Liaison Reports

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

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

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

Mayor Pro Tem Wilson reported that neither board has met since the last provided update.

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 has not met since the last provided update.

Town Board Member Bennett reported that the Arts Commission will have a presence at the Windsor Wonderland event this weekend and handing out candy canes. The Commission held a discussion about potential projects for 2024. The Commission is considering doing a tile art project as a fundraiser in the future. The tiles could be purchased for a price and individuals would paint the tile, and it would be placed at a location around town. Staff is working on the process to be able to accept donations from individuals for the Arts Commission. January 18th the Commission will host an ArtLive open house at the Rec Center from 5:00 to 7:00 p.m.

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

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

Town Board Member Tallon - Planning Commission, Chamber of Commerce

Town Board Member Tallon reported that the Planning Commission has not met since the last provided update.

Town Board Member Tallon reported that the Chamber of Commerce accepted a resignation of one of its board members and will have a vacancy to fill.

Town Board Member Hallett - Windsor Housing Authority, Tree Board, Attainable Housing Ad Hoc Committee

Town Board Member Hallett reported that the Housing Authority received an update on Prop 123 and the Jacoby project. If the funding gets approved, the project should get started end of April or early May of next year.

Town Board Member Hallett reported that the Tree Board has not met since the last provided update.

Town Board Member Hallett reported that the Attainable Housing Ad Hoc Committee created a direction for that committee, creating a table for what falls below AMI, and created goals for the committee. Ron Steinbach was appointed as the vice-chair of the committee.

Mayor Rennemeyer - Windsor Downtown Alliance, North Front Range MPO

Mayor Rennemeyer reported that the Windsor Downtown Alliance took care of housekeeping items. In order to keep the DOLA Main Street certification, the WDA must analyze its strategic plan annually which was done on November 17th.

Mayor Rennemeyer reported that the North Front Range MPO has not met since the last provided update.

5. 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 November 13, 2023 Town Board Regular Meeting Minutes - K. Frawley, Town Clerk

Approval of the meeting minutes.

2. Approval of the November 20, 2023 Town Board Special Meeting Minutes - K. Frawley, Town Clerk

Approval of the meeting minutes.

3. Resolution No. 2023-65 - A Resolution of the Town Board of the Town of Windsor, Colorado, Approving the Accessioning of items to the Town of Windsor Museum Collection - T. Fotsch, Deputy Director of Parks, Recreation, and Culture

The Parks, Recreation, and Culture Advisory Board will occasionally have the opportunity to review recommended accessions and deaccessions to the permanent collection of the Town of Windsor Museum, per adopted policies. PReCAB has reviewed these recommended actions and has recommended accessioning via Resolution 2023-65

All items listed in the accession are items currently in the museum's possession, and have been donated to the museum.

4. Resolution No. 2023-66 - A Resolution Pursuant to Section 8.1 of the Windsor Home Rule Charter Reaffirming the Appointment of Shane Hale as Windsor Town Manager and Affirming Modifications to his Terms of Employment - D. Money, Town Attorney

On 11/20/23, the Town Board met in executive session to discuss the yearly accomplishments and the ongoing employment of the Windsor Town Manager, Shane Hale. Following this executive session, the Board expressed the desire to retain Mr. Hale as Town Manager and to provide amendments to his contract. Attached is the Resolution reaffirming Mr. Hale and amending his contract.

5. Resolution No. 2023-67 - A Resolution Pursuant to Section 9.1 (A) of the Windsor Home Rule Charter Reaffirming the Appointment of Daniel L. Money as Windsor Town Attorney, and Affirming Modifications to his Terms of Employment - D. Money, Town Attorney

On 11/20/23, the Town Board met in executive session to discuss the recent accomplishments and ongoing employment of Town Attorney, Daniel L. Money.

Following this executive session, the Board expressed the desire to retain Mr. Money as Town Attorney and to provide amendments to his contract. Attached is the Resolution reaffirming Mr. Money and amending his contract.

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

C. BOARD ACTION

1. Ordinance No. 2023-1690 - An Ordinance Repealing, Amending, and Readopting Portions of Article III of Chapter 13 of the Windsor Municipal Code with Respect to Stormwater Basin Fees Imposed by the Town's Stormwater Drainage Utility Enterprise

The Storm Drainage Fund is by classification, a self-funding enterprise of the Town of Windsor. Revenues in general, must be adequate to pay for both operating and capital expenditures.

On November 13, 2023, the Town Board unanimously approved Ordinance No. 2023-1690 on the first reading.

There are no changes or amendments after the first reading.

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

Town Board Member Hallett moved to approve Ordinance No. 2023-1690, Town Board Member Tallon seconded the motion. Roll call on the vote resulted as follows; Yeas - Paul Rennemeyer, Barry Wilson, Ken Bennett, Julie Cline, Victor Tallon, Jason Hallett, Ron Steinbach; Nays - None; Motion Passed.

2. Resolution No. 2023-68 - A Resolution of the Town Board of the Town of Windsor, Colorado, Adopting the Windsor Historic Preservation Master Plan

In 2022, the Historic Preservation Commission began efforts to outline more opportunities to be involved, engaged and visible regarding the historic story of the Town. A grant from History Colorado (the State Historic Preservation Office – SHPO) to develop a Historic Preservation Master Plan was applied for and received.

Town Board Member Hallett moved to approve Resolution No. 2023-68, Town Board Member Tallon seconded the motion. Roll call on the vote resulted as follows; Yeas - Paul Rennemeyer, Barry Wilson, Ken Bennett, Julie Cline, Victor Tallon, Jason Hallett, Ron Steinbach; Nays - None; Motion Passed.

3. Resolution No. 2023-69 - A Resolution Revising Existing Strategies for Operational, Capital, Emergency, and Debt Service Funding, and Ensuring Reasonable Reserves in the Town Portfolio of Funds

Town Board Member Hallett moved to approve Resolution No. 2023-69, Town Board Member Tallon seconded the motion. Roll call on the vote resulted as follows; Yeas - Paul Rennemeyer, Barry Wilson, Ken Bennett, Julie Cline, Victor Tallon, Jason Hallett, Ron Steinbach; Nays - None; Motion Passed.

4. Resolution No. 2023- 73 - A Resolution Approving The 2024 Windsor Downtown Development Authority Budget; Making Annual Appropriations For The Windsor Downtown Development Authority For The Fiscal Year Ending December 31, 2024; And Fixing The Mill Levy For The Windsor Downtown Development Authority District For The Fiscal Year Ending December 31, 2024

Town Board Member Hallett moved to approve Resolution No. 2023-73, Town Board Member Tallon seconded the motion. Roll call on the vote resulted as follows; Yeas - Paul Rennemeyer, Barry Wilson, Ken Bennett, Julie Cline, Victor Tallon, Jason Hallett, Ron Steinbach; Nays - None; Motion Passed.

5. Public Hearing for the Town Of Windsor 2024 Budget

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

6. Resolution No. 2023-70 - A Resolution Summarizing Expenditures and Revenues for each Fund, and Adopting a Budget for the Town of Windsor, Colorado, for the Calendar Year Beginning on January 1, 2024, and Ending on December 31, 2024, and Appropriating Sums of Money to the Various Funds and Spending Agencies, In the Amount and for the Purpose as Set Forth Below for the 2024 Budget Year.

Town Board Member Hallett moved to approve Resolution No. 2023-70, Town Board Member Tallon seconded the motion. Roll call on the vote resulted as follows; Yeas - Paul Rennemeyer, Barry Wilson, Ken Bennett, Julie Cline, Victor Tallon, Jason Hallett, Ron Steinbach; Nays - None; Motion Passed.

7. Resolution No. 2023-71 - A Resolution Levying General Property Taxes for Larimer County for the Taxable Year 2023 to Help Defray the Costs of Government for the Town of Windsor, Colorado, for the 2024 Budget Year

Town Board Member Hallett moved to approve Resolution No. 2023-71, Mayor Pro Tem Wilson seconded the motion. Roll call on the vote resulted as follows; Yeas - Paul Rennemeyer, Barry Wilson, Ken Bennett, Julie Cline, Victor Tallon, Jason Hallett, Ron Steinbach; Nays - None; Motion Passed.

8. Resolution No. 2023-72 - A Resolution Levying General Property Taxes for Weld County for the Taxable Year 2023 to Help Defray the Costs of Government for the Town of Windsor, Colorado, for the 2024 Budget Year

Town Board Member Hallett moved to approved Resolution No. 2023-72, Town Board Member Tallon seconded the motion. Roll call on the vote resulted as follows; Yeas - Paul Rennemeyer, Barry Wilson, Ken Bennett, Julie Cline, Victor Tallon, Jason Hallett, Ron Steinbach; Nays - None; Motion Passed.

D. COMMUNICATIONS

1. Communications from Town Attorney

Per Mr. Money, expressed his gratitude for approval of the resolution reappointing him as Town Attorney.

2. Communications from Town Staff

Per Ms. Frawley, 2024 Election Update:

Town Clerk has been working on updating all the necessary forms and the calendar for the upcoming election and will have everything ready to distribute (minus the nomination petitions) and on the website by December 1st.

- Nomination Petition Circulation Period: January 2 – January 22, 2024.
- Candidate Orientation: January 30, 2024
- Election Day: April 2, 2024
- Candidate Affidavits/Financial Disclosure Statement/Committee Registration Forms are currently available for those ready for that step – publicly announcing your candidacy/intent to run.

Per Mr. Lucas, wanted to commend public services, police, and communications staff for their work over the holiday week, Thursday evening through Sunday morning on removing snow.

a. Windsor Police October 2023 Statistics

3. Communications from Town Manager

Per Mr. Hale, expressed his gratitude to staff for the work over the holiday weekend on snow removal. Mr. Hale also wanted to express his gratitude to the board and staff for all their work on the budget and for his reappointment as Town Manager. Mr. Hale announced he would also be out of the office this Wednesday and Thursday and Ms. Humphries would be acting Town Manager in his absence.

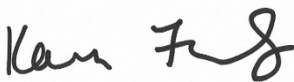
4. Communications from Town Board

Per Mayor Rennemeyer, Windsor Wonderland this Saturday will begin at 4:30 at Boardwalk Park. From ten to noon on Saturday will be the Light the World fundraiser at Windsor High School. Tuesday night, Windsor will host a meet and greet for the three finalists for Fire Chief at Fire Station 1 from 6:00 to 7:30 p.m. and the public is invited.

E. ADJOURN

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

Upon a motion duly made, the meeting was adjourned at 8:43 p.m.



Karen Frawley, Town Clerk