



Town Board Regular Meeting

January 22, 2024 - 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 7:00 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
Eric Lucas, Public Services Director
John Thornhill, Community Development Director
Scott Ballstadt, Planning Director
Aaron Lopez, Interim Police Chief
Carlin Malone, Chief Planner
Kimberly Lambrecht, Senior Planner
David Eisenbraun, Senior Planner
Doug Roth, Civil Engineer
Ben Bodiker, Visual Media Coordinator
Karen Frawley, Town Clerk

2. Pledge of Allegiance

Mayor Rennemeyer asked Town Board Member Tallon 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 - 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 the Historic Preservation Commission had four plaques which were approved and are currently working on the write-up for each

plaque.

Town Board Member Steinbach reported that the Water and Sewer Board recommended approval of the Cobb Lake agreement, establishing the regional water treatment authority. The board also held a discussion regarding the water challenge month and what type of presentations should be done.

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 the Larimer County Behavioral Health Policy Council have not met since the last provided update.

Mayor Pro Tem Wilson reported that the Great Western Trail Authority has not met since the last provided update.

Mayor Pro Tem Wilson reported that the 34 Coalition elected Mayor Pro Tem Wilson as the chair for the next year. Federal dollars have been received to create a Transportation Management Office (TMO) and has hired a company named Steer to run the operation. The coalition also viewed a presentation regarding the Federal Rail Association grant, which is a railroad crossing elimination grant. There was also a presentation regarding the Front Range Passenger Rail, which involves federal dollars to put a high speed passenger rail onto existing tracks.

Mayor Pro Tem Wilson reported that the I-25 Coalition reports that there will not be any further road closures between Johnstown and Fort Collins. There may however be some intermittent lane closures which should be minimal. The biggest thing is the express lanes are still free during the testing period, however fines are still in place for crossing the double white lines and speeding.

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 Windsor Arts Commission created working groups for various tasks. The Commission discussed following up on 2023 projects, and the main project is the Stagecoach Time Machine that will be installed at the Homestead Halfway House. It will be a piece of artwork that is interactive. 2024 projects include a list of projects that would like to complete but all are contingent upon opportunity, infrastructure, and working with other departments. The top three projects for 2024 include something at the Kyger Reservoir, something at the police station, and something around the Eastman Park South development. The Commission has also updated its bylaws in which it has eliminated the position of treasurer as there is not a need for the position. They also implemented terms for officers and implemented the requirement to assist at three volunteer events.

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 had items that the board will see 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, Attainable Housing Ad Hoc Committee

Town Board Member Hallett reported that the Windsor Housing Authority re-elected members as officers. The Jacoby Meadows project will be delayed as funding is available. February 2nd, there will be a tour of all the housing authority properties.

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 had two guest speakers who provided information on how Fort Collins handles their housing situation and the other described stuff that they are working on that may be useful in the future, and also discussed the upcoming community survey.

Mayor Rennemeyer - Windsor Downtown Alliance, North Front Range MPO

Mayor Rennemeyer reported that neither board has 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 January 8, 2024 Town Board Regular Meeting Minutes - K. Frawley, Town Clerk

Approval of the regular meeting minutes.

2. Resolution 2024-03 - A Resolution Approving the Intergovernmental Agreement with the Larimer County Sheriff's Department for Law Enforcement Services - A. Lopez, Interim Chief of Police

The Town of Windsor and Larimer County Sheriff's Office have worked together to support each other's agencies in multiple capacities. One of these is police support for events at The Ranch, where Officers of the Windsor Police Department regularly provide support and law enforcement assistance with site security. This agreement has existed annually and formerly included traffic direction, but with new controls, this will no longer be part of the regular process and may only occur situationally due to improved automated systems at points of entry.

3. Resolution 2024-04 - A Resolution Approving the Intergovernmental Agreement with the Town of Severance for Law Enforcement Services - A. Lopez, Interim Chief of Police

The Town of Windsor and Town of Severance had previously entered into an agreement to provide mutual aid police services to one another when additional support was requested. The previous existing agreement lapsed at the end of calendar year 2021 and was never renewed. This updated agreement serves to renew the mutual aid agreement between the two entities.

Town Board Member Hallett moved to approve the consent agenda, 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. Public Hearing - Ordinance 2024-1694 - Amending Chapters 14, 15, and 16 of the Town of Windsor Municipal Code Concerning Land Use

Please refer to attached memorandum, ordinance and presentation. **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.

2. Ordinance No. 2023-1694 - An Ordinance Amending Chapters 14, 15, and 16 of the Town of Windsor Municipal Code concerning land use - Planning Department

Please refer to public hearing material.

Town Board Member Hallett moved to approve Ordinance No. 2024-1694, 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. Public Hearing - Resolution No. 2024-05 - A Resolution Approving the South Hill Annexation Master Plan Amendment within the Town of Windsor, Martin Lind and Eagle Crossing Development, Inc, Owner/Applicant

Eagle Crossing Development, Inc. (owner) is requesting approval of the proposed South Hill Annexation Master Plan Amendment. The proposal is an effort by the developer to convert vacant land originally designated for general office space along 7th Street to be multifamily residential and general mixed uses in conformance with the existing Residential Mixed Use One (RMU-1) Zone District.

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, 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.

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.

4. Resolution No. 2024-05 - A Resolution Approving the South Hill Annexation Master Plan Amendment within the Town of Windsor, Martin Lind and Eagle Crossing Development, Inc, Owner/Applicant

Please see public hearing item.

Town Board Member Hallett moved to approve Resolution No. 2024-05, 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. Ordinance No. 2024- 1693 - An Ordinance Vacating a Town Drainage and Utility Easement, Located on a Parcel of Land in the West Half of Section 4, Township 5 North, Range 67 West of The Sixth Principal Meridian, within the Town of Windsor, County of Weld, State of Colorado

Trautman Subdivision 5th Filing final plat was approved by the Town Board on November 28, 2022. The subdivision required relocation of a section of the existing Town of Windsor sewer interceptor. Necessary easements for the relocated sewer interceptor were platted as part of Trautman Subdivision 5th Filing. The development agreement documented the need to vacate a portion of the existing easement as part of the sewer relocation.

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

Town Board Member Hallett moved to approve Ordinance No. 2024-1693, 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. 2024-06 - A Resolution Initiating Annexation Proceedings for the Hill Farm Annexation to the Town of Windsor, Colorado - The Estate of Alden V. Hill c/o Brad March, owner; Mark Tingey (Mayflower Acquisitions, LLC), applicant/owner's representative; Ken Merritt (JR Engineering LLC), authorized representative.

Mark Tingey, Applicant/Owner's Representative of the Estate of Alden V. Hill (c/o Brad March), collectively represented by Ken Merritt with JR Engineering, LLC, has filed a petition to annex approximately 334.3 acres of property known as the Hill Farm Annexation, located approximately one (1) mile south of Harmony Road between Colorado Boulevard and Weld County Road 15, to the Town of Windsor. The annexation application, as submitted, is complete. The property is contiguous with the Town of Windsor Corporate Limits along the shared border of the south side of the Harmony 1st, 2nd and 3rd Annexations 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 municipal boundary requirement.

Town Board Member Hallett moved to approve Resolution No. 2024-06, 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. 2024-07 - A Resolution Approving the Cobb Lake Regional Water Treatment Authority Creation Agreement

This resolution will form the Cobb Lake Regional Water Treatment Authority (CLRWTA), a new governing body for the operation and maintenance of a water treatment plant and associated infrastructure to deliver water to four Northern Integrated Supply Project (NISP) participants. The four participants in the new authority are the Towns of Eaton, Severance, Windsor, and Fort Collins - Loveland Water District ("parties"). Several studies were conducted between 2013 - 2017 regarding potential water treatment plant site locations for the NISP participants. By the end of 2017, 4 out of the 15 NISP participants remained. In 2020, the parties purchased 140 acres north of Weld County Road 88 and east of WCR 13 near Cobb Lake.

Town Board Member Hallett moved to approve Resolution No. 2024-07, 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

2. Communications from Town Staff

a. Windsor Police November 2023 Statistics

b. Key Performance Indicator Report for January 2024.

Attached are the Town's Key Performance Indicators for December 2023. 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. This report represents month nine of our first year tracking key performance indicators.

1. Strategic Growth: The cost of maintaining open space was the only indicator that changed in the month of December. The cost of maintenance per acre is now \$206. This number is slightly higher than we expected. However, we believe the number will decline over the last 3 months of this reporting period.

2. Vital Infrastructure: There are no changes to any KPIs this month.

3. Vibrant and Healthy Economy: Just like last month, the only changes occurred in the rate of turnover and visitors at special events. The rate of turnover, which currently sits at 11.77%, while climbing, remains significantly lower than the three-year-average of 14.3%. This is a good indicator of a positive workplace. The other KPI, visitors at special events, highlights Windsor Wonderland. The graphic we chose shows where people came from and where they went after attending the event. Interestingly enough, the majority of attendees came from home and returned upon leaving. However, there was a good portion of folks who either went to a restaurant in Windsor before attending or immediately after. This indicates that this event had some economic impact within downtown either prior to or immediately after Windsor Wonderland. Staff will need to dive deeper into the report to understand how significant the impact was, but it is yet another indicator that special events do contribute to improving our local economy.

c. Windsor Police December 2023 Statistics

Per Mr. Eisenbraun, February 5th Work Session will be a joint Work Session with the Planning Commission for the comp plan update. On February 7th there will be the public open house at Fire Station number 1, where staff will showcase the final draft of the comprehensive plan as well as the downtown master plan.

3. Communications from Town Manager

Per Mr. Hale, the end of the week he will be attending the CIRSA annual board retreat and Mr. Thornhill will be acting Town Manager.

4. Communications from Town Board

Per Town Board Member Bennett, last week attended the County Road 70 open house where a concern was brought up with the crossroads of Clydesdale and 70.

Per Town Board Member Steinbach, is a member of one of the advisory committees to the Larimer County Master Water plan which focuses on priorities right now.

Per Mayor Rennemeyer, Saturday, January 27th there will be an official grand opening of Hoedown Hill which will include a political race down the hill with Mayor Rennemeyer and neighboring communities community Mayors.

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 8:41 p.m.



Karen Frawley, Town Clerk