



TOWN BOARD WORK SESSION

June 13, 2022 - 5:30 PM

1st Floor Conference Room, 301 Walnut Street, Windsor, CO 80550

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

AGENDA

GOAL of this Work Session is to have the Town Board receive information on topics of Town business from the Town Manager, Town Attorney and Town staff in order to exchange ideas and opinions regarding these topics.

Members of the Public in attendance are asked to be recognized by the Mayor before participating in any discussions of the Town Board

1. Board/Manager/Attorney Monthly Meeting
2. Low-Speed Electric Vehicles - R. Klimek, Police Chief
3. Civic Clerk Agenda Management System and Board Portal Review - K. Frawley, Town Clerk
4. Future Meetings Agenda

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: June 13, 2022
To: Mayor and Town Board
From: RJ Holt, Police Commander
Rick Klimek, Police Chief
Kim Emil, Assistant Town Attorney
Re: Low-Speed Electric Vehicles - R. Klimek, Police Chief
Item #: 2.

Background / Discussion:

In 2009 the Colorado Legislature passed laws for the authorization and regulation of Low-Speed Electric Vehicles ("LSEV's") on public roadways within the State. This legislation allowed for fully registered and insured LSEV's to travel any roadway with a designated speed of equal to or less than 35 MPH.

Other cities such as Ft. Collins and Boulder have adopted municipal ordinances which allow for regulation of equipment and roadways for these vehicles. The proposed Ordinance will amend the Windsor Municipal Code by creating a new Article VIII to Chapter 8 to address the Town's regulations, consistent with State Law, on where and how low-speed electric vehicles may operate in the Town of Windsor, Colorado.

The adoption of these amendments will allow us to take appropriate enforcement action for the safety and well being of the motoring public in regards to Low-Speed Electric Vehicles.

Financial Impact:

n/a

Relationship to Strategic Plan:

Recommendation:

Approve proposed draft Ordinance regulating Low Speed Electric Vehicles in the Town of Windsor for further Town Board action.

CC:

Shane Hale, Town Manager

Attachments:

1. 6-6-22 DRAFT Low-Speed Electric Vehicle Ordinance

TOWN OF WINDSOR, COLORADO

ORDINANCE NO. 2022- _____

AN ORDINANCE AMENDING THE *WINDSOR MUNICIPAL CODE* BY CREATING ARTICLE VIII OF CHAPTER 8, CONCERNING THE USE OF LOW-SPEED ELECTRIC VEHICLES ON PUBLIC ROADWAYS WITHIN THE TOWN OF WINDSOR, COLORADO

WHEREAS, the Town of Windsor (“Town”) is a Colorado home rule municipality, with all powers and authority conferred under Colorado law; and

WHEREAS, the Town’s citizenry places high value on a safe and efficient system of transportation, both locally and regionally; and

WHEREAS, the Town Board has adopted ordinances, codified at Chapter 8, Articles V (“Motorized Utility Vehicles Ordinance”), VI (“Golf Car Ordinance”), and VII (“Electronic Personal Assistance Mobility Devices”) of the *Windsor Municipal Code*, regulating the use of each type of vehicle or device within the Town; and

WHEREAS, the Town Board adopted the Model Traffic Code (“MTC”) in Article I, Chapter 8 of the *Windsor Municipal Code*; and

WHEREAS, MTC §111(1)(aa) allows a municipality to regulate the operation of low-speed electric vehicles in a manner consistent with the provisions set forth in the MTC; and

WHEREAS, by its adoption of the within Ordinance, the Town Board believes that the Ordinance is consistent with the applicable provisions of the MTC, and that the Ordinance will promote the safe and efficient movement of traffic for the benefit of the public health, safety and welfare.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN BOARD OF THE TOWN OF WINDSOR, COLORADO, AS FOLLOWS:

Section 1. Chapter 8 of the Windsor Municipal Code is hereby amended by the addition of a new Article VIII, which shall read as follows:

ARTICLE VIII – Low Speed Electric Vehicles

Sec. 8-8-10. – Low Speed Electric Vehicle defined.

A low-speed electric vehicle, is a vehicle that:

1. Is self-propelled utilizing electricity as its primary propulsion method;

2. Has at least three (3) wheels in contact with the ground;
3. Has a maximum speed of 25 mph;
4. Weighs less than 3000 lbs;
5. Does not use handlebars to steer; and
6. Exhibits the manufacturer's compliance with 49 CFR 565 or displays a seventeen (17) character vehicle identification number as provided in 49 CFR 565, as set forth in *Colorado Revised Statutes (CRS) §42-1-102(48.6)*.
7. A golf car is not a low-speed electric vehicle unless it conforms with the standards set forth in this Article.

Sec. 8-8-20. – Required Equipment for Low Speed Electric Vehicles.

All low-speed electric vehicles shall be equipped from the factory with:

- (a) Headlamps;
- (b) Front and rear turn signal lamps;
- (c) Taillamps and stop lamps;
- (d) A rearview mirror or mirrors;
- (e) A parking brake.

Sec. 8-8-30. Regulations of Low-Speed Electric Vehicles.

The following regulations shall apply to the operation of low-speed electric vehicles within the Town:

1. Every person driving a low-speed electric vehicle on a street where such operation is permitted shall be granted all of the rights and shall be subject to all of the duties and penalties applicable to the driver of any motor vehicle under the state and municipal laws.
2. No low-speed electric vehicle may be operated on the streets of the Town unless there is a properly licensed human driver controlling the operations of the vehicle.
3. No person shall drive a low-speed electric vehicle on a Town roadway or street unless:
 - (a) The street has a posted speed limit equal to or less than thirty-five (35) miles per hour, except that it may be operated to directly cross a roadway that has a speed limit greater than thirty-five (35) miles per hour at an at-grade crossing to continue traveling along a roadway with a speed limit equal to or less than thirty-five (35) miles per hour;

- (b) The low-speed electric vehicle conforms to applicable federal manufacturing equipment standards;
 - (c) The low-speed electric vehicle is equipped with that equipment required for such a motor vehicle by §42-4-240, C.R.S.; and
 - (d) The low-speed electric vehicle is properly registered, titled, and has a validly issued license plate properly mounted and displayed, with current validating tabs.
 - (e) No low-speed electric vehicle shall be operated by any person under the age of sixteen (16) years.
 - (f) No low-speed electric vehicle shall be operated by any person unless such person holds a valid driver's license, pursuant to Title 42, C.R.S., or the equivalent under the law of any other jurisdiction within the United States.
 - (g) No low-speed electric vehicle shall be operated within the Town without complying with the compulsory insurance requirements pursuant to §42-4-1409, C.R.S, or Model Traffic Code §1409, as adopted by the Town.
 - (h) No low-speed electric vehicle shall be operated within the Town without a triangular slow-moving vehicle emblem mounted and displayed on the rear of the vehicle, as set forth in CRS §42-4-234.
- 4. No low-speed electric vehicle shall be operated upon any sidewalk, pedestrian trail, or recreational facility within the Town, whether or not such trail or recreational facility is operated under authority of the Town.
 - 5. No low-speed electric vehicle shall be operated on the Poudre River Trail.
 - 6. No low-speed electric vehicle shall be operated on a limited access highway.
 - 7. The number of persons in the low-speed electric vehicle shall be limited to the number of seats with seatbelts in the vehicle.
 - 8. No low-speed electric vehicle shall be operated without all occupants properly restrained in a safety belt or child restraint system, as applicable.
 - 9. No low-speed electric vehicle, with children less than four years of age and weighs less than forty pounds, shall be operated within the Town, unless:

- (a) If the child is less than one year of age and weighs less than twenty pounds, the child shall be properly restrained in a rear-facing child restraint system in a rear seat of the vehicle.
- (b) If the child is one year of age or older, but less than four years of age, and weighs less than forty pounds, but at least twenty pounds, the child shall be properly restrained in a rear facing or forward-facing child restraint system.

10. The operator of a low-speed electric vehicle must obey all traffic and parking regulations otherwise applicable to motor vehicles.

11. No low-speed electric vehicles shall be driven in dedicated bicycle lanes.

Sec. 8-8-40 - Permitted Streets.

Low speed electric vehicles are permitted on all Town streets with a speed limit equal to or less than thirty-five (35) miles per hour except for the following streets:

7th Street

Eastman Park Drive

Colorado Boulevard

Colorado State Highway 392

Colorado State Highway 257

Sec. 8-8-50 – Penalties.

Any person(s) in violation of any Town or State traffic laws will be ticketed and assessed fines applicable to those violations. The police department or any other legal policing authority is given all rights to issue citations, pursuant to this Article. Violations are subject to the General Penalty provisions of Article IV, Chapter 1 of the *Windsor Municipal Code*.

Introduced, passed on first reading and ordered published this day of June, 2022.

TOWN OF WINDSOR, COLORADO

Paul Rennemeyer, Mayor

ATTEST:

Karen Frawley, Town Clerk

Passed on second reading, and ordered published this day of July, 2022.

TOWN OF WINDSOR, COLORADO

Paul Rennemeyer, Mayor

ATTEST:

Karen Frawley, Town Clerk

DRAFT



MEMORANDUM

Date: June 13, 2022
To: Mayor and Town Board
From: Karen Frawley, Town Clerk
Re: Civic Clerk Agenda Management System and Board Portal Review - K. Frawley, Town Clerk
Item #: 3.

Background / Discussion:

Over the course of this year, the Town Clerk's office has been hard at work creating and implementing a new agenda management system called Civic Clerk. This new system not only creates the agenda, packets, and minutes but also has a board-only portal that will allow board members to retrieve all packets in one centralized location. Civic Clerk is not only a more efficient solution for the agenda and packet creation process for staff, but it also allows for future growth and additional options for Town Board members and the town's various Boards and Commissions.

Staff will introduce the board members to the new portal and walk through instructions on how to maximize the use of the system.

Financial Impact:

Not applicable

Relationship to Strategic Plan:

Not applicable

Recommendation:

Not applicable

CC:

Attachments:



MEMORANDUM

Date: June 13, 2022
To: Mayor and Town Board
From: Shane Hale, Town Manager
Re: Future Meetings Agenda
Item #: 4.

Background / Discussion:

Future Meetings Agenda

Financial Impact:

Relationship to Strategic Plan:

Recommendation:

CC:

Attachments:

1. 2022 Future Meetings Agenda



FUTURE TOWN BOARD MEETINGS

June 20, 2022 5:30 p.m.	Joint Town Board and Planning Commission Work Session Comprehensive Plan Update Kickoff
June 27, 2022 5:30 p.m.	Town Board Work Session Meet the Board Transportation Update Magellan Strategies survey update
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 Economic development/retail needs based on population levels and incubator
July 11, 2022 7:00 p.m.	Town Board Regular Meeting
July 18, 2022 5:30 p.m.	Town Board Work Session Strategic Plan Update
July 25, 2022 5:30 p.m.	Town Board Work Session Meet the Board Emergency Management Update
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 Board/Manager/Attorney Monthly Meeting Introduction of the Poudre River Trail Executive Director
August 8, 2022 7:00 p.m.	Town Board Regular Meeting
August 15, 2022 5:30 p.m.	Town Board Work Session Budget: Revenue Projections
August 22, 2022 5:30 p.m.	Town Board Work Session

August 22, 2022 Town Board Regular Meeting
7:00 p.m.

August 29, 2022 Canceled – Fifth Monday

Future Work Session Topics

- DDA Entertainment District
- Telecom Code (Pending FCC Rules)
- Regional Water Treatment Plant Site Update
- 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
- September 19 – Budget – Capital Improvement Plan
- September 26 – Compensation Study Review
- October 3 – Budget – Utility Rates and Fees
- October 15 (Saturday) – Operating Budget
- October 24 – Budget – Follow-up Questions