



## **TOWN BOARD WORK SESSION**

April 22, 2019 - 6:00 PM

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

***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

## **AGENDA**

1. Smoking and Vaping in Parks Policy Discussion
2. 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:** April 22, 2019  
**To:** Mayor and Town Board  
**Via:** Shane Hale, Town Manager  
**From:** Tara Fotsch, CPRE  
**Re:** Smoking and Vaping in Parks Policy Discussion  
**Item #:** 1.

### **Background / Discussion:**

In December 2018 staff proposed a variety of policy discussion topics to the Parks, Recreation and Culture Advisory Board (PRECAB). The Board ranked the priority level of each policy with the number one rated policy being smoking and vaping in Parks.

In January 2019, staff researched policies and procedures and the overall topic of smoking and vaping in parks and presented our findings to the PRECAB in early February. The Board advised staff of their desire to move forward with further discussion and survey with our community.

We formed a team consisting of a variety of staff members who began working with Weld County Department of Public Health & Environment (WCDPHE). Over the past few months we have worked diligently on discussing what type of ban and where the ban should be enforced. WCDPHE posted a survey which received 1,000 responses in March, please see attached survey results (Windsor Smoke Free Survey Report). Additionally, the team met with our Police Department to discuss enforcement of the proposed ordinance.

In April, WCDPHE along with staff presented the results and discussed a proposed ordinance recommending banning smoking and vaping in all of our parks with the exception of parking lots. Additionally we discussed timing of this ordinance (if approved by Town Board), and education of the public regarding the proposed change. PRECAB was unanimous in their support for this policy change. The Board was split in terms of timing of roll out of the new policy. Several Board members would like to see this occur sooner rather than later (i.e., 2019 Summer Concert Series). Staff is recommending this become a 2020 policy therefore allowing ample time to educate the public about the new policy.

The work session presentation will seek to obtain board feedback regarding the proposed ordinance as well as obtaining Board direction for the timing of roll out if supported.

### **Financial Impact:**

At this time a financial impact is unknown. Staff does expect some costs associated with signage and education to occur. Once we have direction from Town Board we will explore cost estimates for known expenses.

### **Recommendation:**

Staff is recommending moving forward with the adoption of an ordinance to ban all smoking and vaping in Town of Windsor owned parks. Staff will be seeking Board feedback before proceeding.

### **ATTACHMENTS:**

- ▢ Windsor Smoke Free Survey Report
- ▢ Draft Ordinance



# TOWN OF WINDSOR SMOKE-FREE & VAPE-FREE SURVEY 2019

Results Summary Report

## Report Summary

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The Town of Windsor Smoke-Free & Vape-Free Survey was created to gather local community opinion on a smoke-free-and-vape-free outdoor recreational areas policy. The survey was administered electronically using Facebook and the Parks, Culture and Recreation Division's webpage.

The 1,057 surveys collected indicate that there is strong support (84%) for enacting a policy to prohibit smoking and vaping at parks and playgrounds. In contrast, 69% of tobacco users who completed the survey did not support such a ban.

The survey indicates that there is strong support (80% or more) for banning smoking and vaping in playgrounds, athletic fields/sporting events, the Recreation Center Campus, parks, public events, and shelters/picnic areas.

This report provides an overview of the survey respondent data. Some results compare responses between Windsor and non-Windsor residents, and between tobacco users and non-tobacco users.

## Methodology

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The seven-question Town of Windsor Smoke-Free & Vape-Free Survey was developed after reviewing similar surveys conducted in Colorado municipalities which have enacted smoke-free outdoor policies. The survey was administered electronically in English.

Community surveying commenced on March 4, 2019 and concluded on March 18, 2019. A link to the electronic survey (created on Survey Monkey) was posted on the Parks, Recreation and Culture Division's webpage and Facebook page.

The electronic survey results were imported to Microsoft Excel datasheet and SPSS analysis was performed. A Thematic Analysis of the comments was completed using NVivo.

## Results

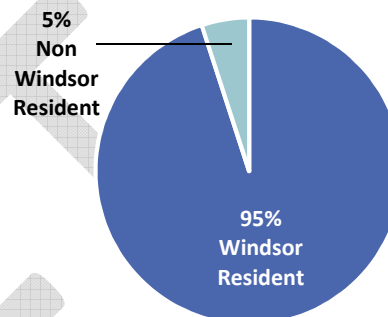
A total of 1,057 Town of Windsor Smoke-Free & Vape-Free Surveys were collected.

### Demographics

Majority of survey respondents were Windsor residents (95%) and identified as non-tobacco users (96%). 78% of respondents were 30-64 years of age, 14% were aged 65 and older and 8% were 12-29 years of age.

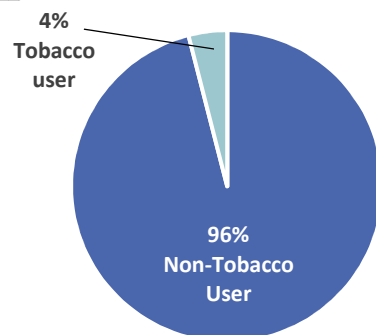
**Table 1:** Survey respondents by Windsor resident status

|                      | # of respondents | % of respondents |
|----------------------|------------------|------------------|
| Windsor Resident     | 966              | 95%              |
| Non-Windsor Resident | 55               | 5%               |



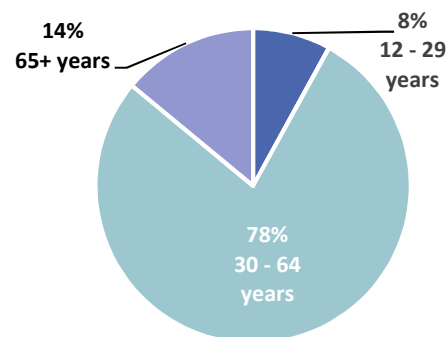
**Table 2:** Survey respondents by tobacco use status

|                  |      |     |
|------------------|------|-----|
| Non-tobacco User | 1009 | 96% |
| Tobacco user     | 42   | 4%  |



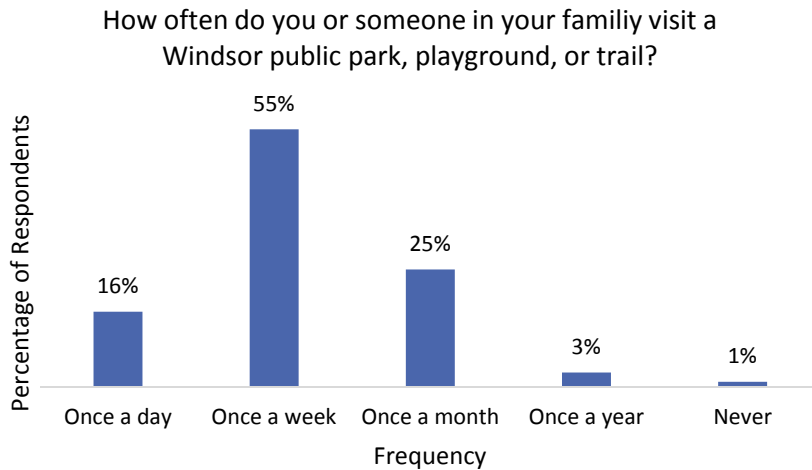
**Table 3:** Survey respondents by age group

|                    | # of respondents | % of respondents |
|--------------------|------------------|------------------|
| 12-29 years of age | 86               | 8%               |
| 30-64 years of age | 823              | 78%              |
| 65+                | 142              | 14%              |



## Question 1 – Frequency of Park Use

Seventy-one percent (71%) of survey respondents use a park daily or at least once a week.



**FIGURE 1:** Frequency of park use

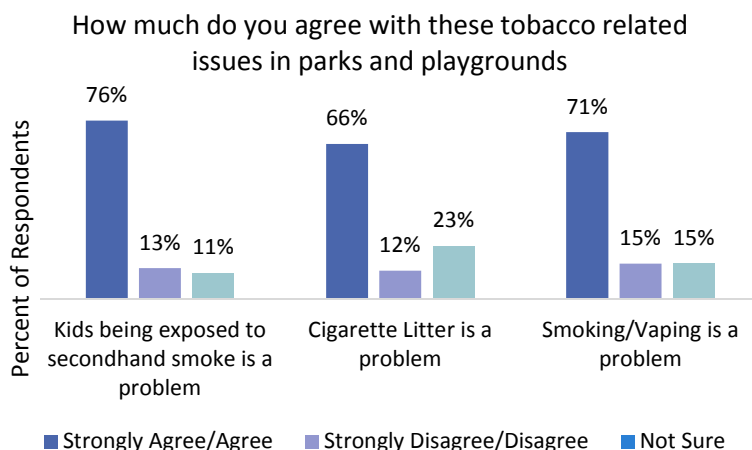
**Table 4:** Frequency of park use

|              | # of Respondents | % of Respondents |
|--------------|------------------|------------------|
| Once a day   | 164              | 16%              |
| Once a week  | 582              | 55%              |
| Once a month | 263              | 25%              |
| Once a year  | 30               | 3%               |
| Never        | 11               | 1%               |

## Question 2 – Smoking and Vaping in Parks & Playgrounds

Overall, respondents agree or strongly agree that smoking and vaping in Windsor parks and playgrounds is a problem:

- 76% agree/strongly agree that kids being exposed to secondhand smoke/vapor is a problem in parks/playgrounds.
- 66% agree/strongly agree that cigarette butt litter in parks/playgrounds is a problem.
- 71% agree/strongly agree that smoking and vaping in parks/playgrounds is a problem.

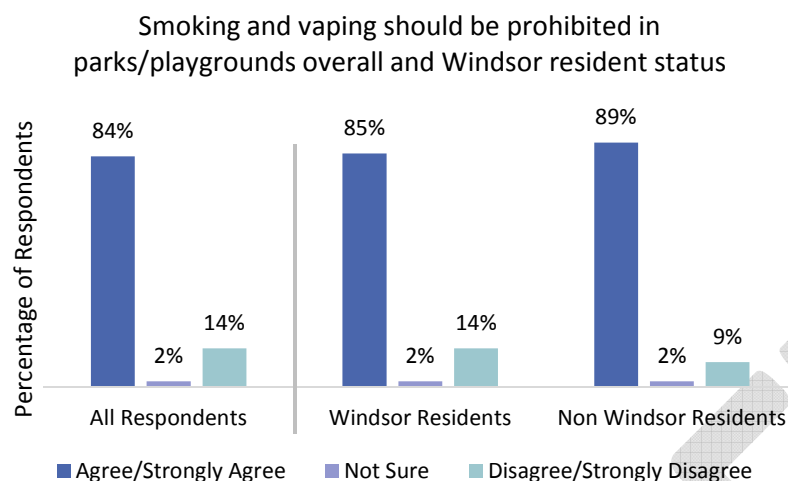


**FIGURE 2:** Perception of tobacco use in parks/playgrounds

**Table 5:** Perception of tobacco use in parks/playgrounds

|                                        | # who Agree/Strongly Agree | # who Disagree/Strongly Disagree | # Not Sure |
|----------------------------------------|----------------------------|----------------------------------|------------|
| Secondhand smoke exposure is a problem | 796                        | 138                              | 120        |
| Cigarette butt litter is a problem     | 691                        | 124                              | 237        |
| Smoking/vaping is a problem            | 749                        | 145                              | 157        |

Eighty-four percent (84%) of survey respondents agree/strongly agree that smoking and vaping in parks and playgrounds should be banned. Strong support for prohibiting smoking and vaping in parks and playgrounds was found across resident status.

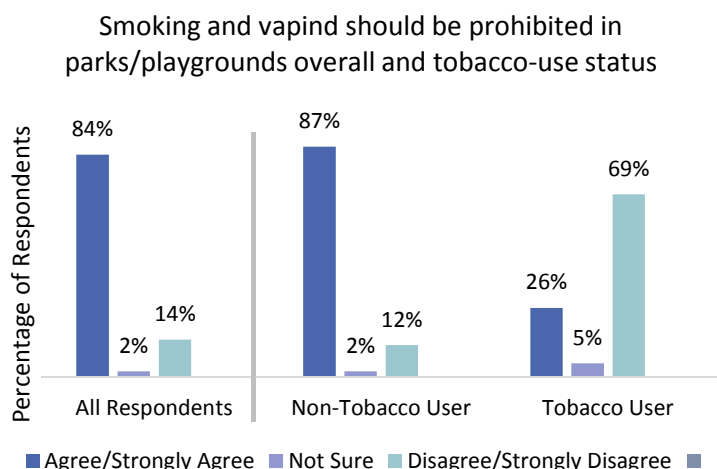


**Table 6:** Support for a smoking & vaping ban in parks/playgrounds by Windsor Resident status

|                      | # who Agree/Strongly Agree | # who Disagree/Strongly Disagree | # Not Sure |
|----------------------|----------------------------|----------------------------------|------------|
| Windsor Residents    | 814                        | 134                              | 16         |
| Non-Windsor Resident | 49                         | 5                                | 1          |
| All respondents      | 888                        | 145                              | 19         |

**FIGURE 3:** Support for a smoking & vaping ban in parks/playgrounds by Windsor resident status.

Support for prohibiting smoking and vaping in parks and playgrounds differed by tobacco use. Eighty-seven percent (87%) of non-tobacco users agree that smoking and vaping in parks and playgrounds should be banned. In contrast 26% of tobacco users would support such a policy.



**Table 7:** Support for smoking & vaping ban in parks/playgrounds by tobacco use status

|                   | # who Agree/Strongly Agree | # who Disagree/Strongly Disagree | # Not Sure |
|-------------------|----------------------------|----------------------------------|------------|
| Non-Tobacco Users | 875                        | 115                              | 17         |
| Tobacco User      | 11                         | 29                               | 2          |
| All Respondents   | 888                        | 145                              | 19         |

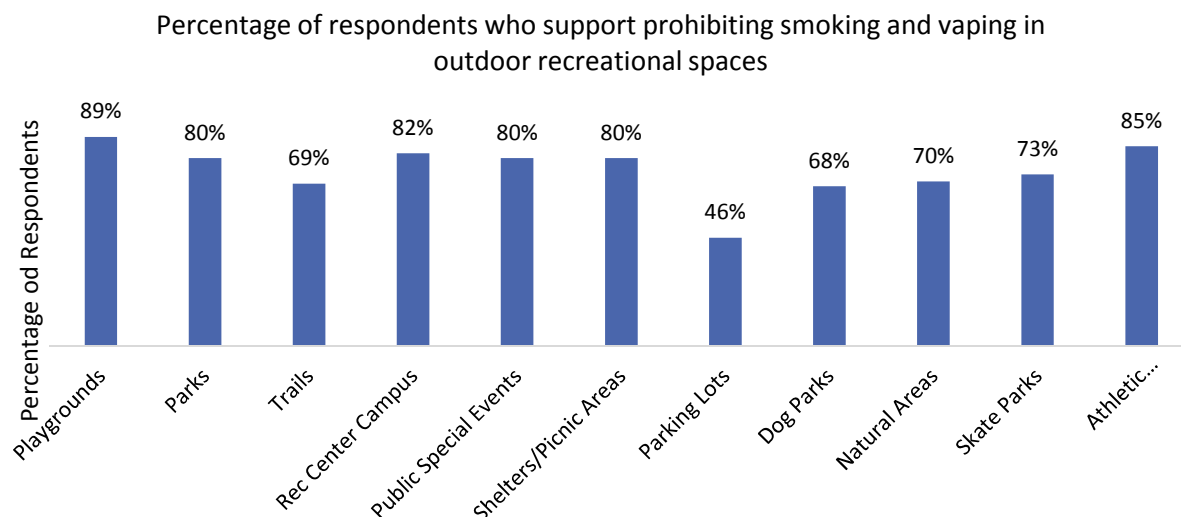
**FIGURE 4:** Support for smoking & vaping ban in parks/playgrounds by tobacco use status

### Question 3 – Support for a Smoking/Vaping Ban in Outdoor Spaces

Overall, survey respondents are supportive of banning smoking and vaping in many outdoor recreational spaces, with the most support found for playgrounds (89%), athletic fields/bleachers/sporting events (85%), Recreation Center campus (82%), parks (80%), public special events (80%), shelters/picnic areas (80%), skate parks (73%), and natural areas (70%).

More than half of the survey respondents also indicated that trails (69%), dog parks (68%), and skate parks (52%) should be smoke and vape-free.

Eight percent (8%) of survey respondents did not agree with banning smoking and vaping in any outdoor spaces.



**FIGURE 5:** Support for smoking & vaping ban by outdoor recreational space

**TABLE 8:** Support for prohibiting smoking and vaping in outdoor areas

| Outdoor Area                              | All survey respondents |                  | Tobacco User Respondents |                  |
|-------------------------------------------|------------------------|------------------|--------------------------|------------------|
|                                           | % of respondents       | # of respondents | % of respondents         | # of respondents |
| Playgrounds                               | 89%                    | 945              | 57%                      | 24               |
| Parks                                     | 80%                    | 844              | 19%                      | 8                |
| Trails                                    | 69%                    | 729              | 17%                      | 7                |
| Rec Center Campus                         | 82%                    | 863              | 36%                      | 15               |
| Public Special Events                     | 80%                    | 845              | 29%                      | 12               |
| Shelters/Picnic Areas                     | 80%                    | 844              | 36%                      | 15               |
| Parking Lots                              | 46%                    | 490              | 10%                      | 4                |
| Dog Parks                                 | 68%                    | 719              | 26%                      | 11               |
| Natural Areas                             | 70%                    | 736              | 21%                      | 9                |
| Skate Parks                               | 73%                    | 769              | 31%                      | 13               |
| Athletic Fields/Bleachers/Sporting Events | 85%                    | 899              | 48%                      | 20               |
| No Ban                                    | 8%                     | 80               | 36%                      | 15               |



## Question 7 - Additional Comments

In total, 296 (28%) survey participants left a written comment.

Majority (60%) of the comments made were in support of the smoke-and-vape-free ban being proposed in Windsor's outdoor recreational places. A number (21%) of additional comment shared support for components of policy, whilst an additional 11% of comments were not in support of the proposed ordinance. Nine percent (9%) of comments could not be coded for support, conditional support or no support and instead were coded as "other".

### Support

A total of 178 (60%) additional comments were made in support of a Town of Windsor smoke-free-and-vape-free outdoor recreational spaces ban. These comments fell into three themes as to why respondents support enacting such a policy: health, creating positive social norms, and the current vaping epidemic.

Many (57) of the comments made in support of the smoke-and-vape free ban cite health reasons such as respiratory illnesses, including asthma, and the dangers of cancer and secondhand smoke:

*"Smoke, while unhealthy for all people, is especially hazardous for the very young, the very old and those with compromised respiratory health. I believe we should protect our vulnerable fellow citizens from this health hazard. Please consider banning smoking in all Windsor areas."*

*"I am highly allergic to smoking.... This would be amazing!!!"*

*"As someone with allergies and asthma, inhaling the smoke/fumes from cigarettes and vaping causes me to have a reaction. I understand that someone has the right to choose to smoke, but I also have the right to breathe air that won't harm me."*

The need to instill positive social norms about smoking and vaping for young Windsor residents, was stated in 22 comments which support the proposed ban:

*"Keep smoking and vaping to your homes and privately-owned vehicles. No need to influence minors and introduce them to a damaging behavior. Take it from a smoker who's been trying to quit. It's not worth it."*

*"I think the display of the activity itself implies condoning and encourages non-users like other teens or younger children to also be interested or intrigued. And this is a HUGE problem with our Windsor teens and children right now."*

Finally, a number (12) of respondents were also concerned about the current youth vaping epidemic, and the positive influence this policy could have on reducing youth use of e-cigarettes as well as the unknown long-term health effects:

*"There is a huge epidemic with our teens vaping right now. As a parent, I am experiencing this with my teen. I think allowing vaping in our recreational areas would be a huge mistake. We need to make this harder for our kids to smoke/vape in public, not easier. Overall, whether it is a teen or an adult I think our outside recreational areas should be smoke and vape free."*

Other comments in support of the smoke-and-vape-free policy in outdoor recreational places were general comments that stated support of a ban, or thanking the Parks, Culture and Recreation Division for considering the policy change.

## Conditional Support

Sixty-one (21%) of the additional comments made stated conditional support for a smoke-free-and-vape-free ban in Windsor's outdoor recreational spaces. These comments were categorized into two themes: include designated smoking/vaping areas and exclude vaping in the proposed ban.

Many (40) comments shared support for such a ban if there were designated smoking/vaping areas:

*"Designated areas away from playgrounds and food and gatherings might be good to give an option and collect smoking waste."*

*"I don't smoke, but my husband smokes and vapes. Vaping to try to quit smoking. We utilize the parks in Windsor a lot, especially during the summer with our kids. My husband is always respectful and smokes away from the playground or other people. Please don't limit our use of the parks because of an unfortunately bad habit. Prohibiting it on the playground itself would make sense, or at least identifying some smoking areas if it's prohibited at the entire park. Thank you for your consideration."*

*"A designated area for smoking and vaping at park events would help. Compromise is always better than imposing your like and dislikes on others. smokers have the right to enjoy events, as well."*

Another 18 comments indicated that smoking and vaping are very different and therefore only a smoke-free ban should be including in the policy language. Many comments within theme discussed that vaping is harmless.

*"My votes are specifically aimed towards smoking. Vaping doesn't bother me unless someone is rude enough to blow it in my face. This survey should have differentiated between the two."*

*"Conflating smoking and vaping is ignorant. Smoking is very invasive. Vaping is a non-issue for those in the vicinity. The only reason people want to vilify public vaping is because of the image of the user that it portrays. I don't vape, but I don't care if others do. Don't be Boulder."*

*"Perhaps this survey would be better if smoking and vaping were separate. I don't mind vaping nearly as much as smoking. Exhalations from vaping are primarily water vapor. Difference in health affects second hand, anyway."*

## No Support

Thirty-four (11%) comments left by survey respondents were not in support of a Windsor outdoor recreational area smoke-and-vape-free ban. The main reason for not supporting such as ban, cited in these comments, was protecting individual rights and freedoms. Nineteen (19) comments left stated the importance of personal choice:

*"I used to be a smoker and now vape. I have 4 children...and respect boundaries but also feel like we live in a free country and I'm respecting others so allow me to step away and vape my pen. My children want to enjoy the festivities around town too."*

*"Government should not intrude on rights of individuals."*

*"I feel that many people who smoke/vape are respectful of others. I think it is a violation of human rights to completely ban smoking /vaping in public outdoor spaces."*

## Other

The remaining 25 comments left by survey respondents could not be categorized into support, conditional support or no support as the comment did not state how they felt about the policy, a question was asked, or they shared a fact not directly related to the proposed comment.

*"None of my family or friends are involved in smoking/vaping. ... I wish no one was as it always leads to using something stronger."*

*"Not sure that public smoking is as big of an issue as it was years ago. I think "most" smokers today tend to partake in a more private setting."*

*"Ex. Smoker, against smoking all together."*

DRAFT

# The Survey

Please tell us what you think about smoke-free & vape-free outdoor public recreational places (like parks, playgrounds & trails) for Windsor by answering the following questions.

## 1. How often do you or someone from your family visit a Windsor public park, playground, or trail?

- ☐ Once a Day      ☐ Once a week      ☐ Once a month      ☐ Once a year      ☐ Never

## 2. How much do you agree with the following statements?

|                                                                                              | Strongly Agree | Agree | Not Sure | Disagree | Strongly Disagree |
|----------------------------------------------------------------------------------------------|----------------|-------|----------|----------|-------------------|
| Kids being exposed to secondhand smoke and vapor in Windsor's parks/playgrounds is a problem | 1              | 2     | 3        | 4        | 5                 |
| Cigarette butt litter in Windsor's parks/playgrounds is a problem                            | 1              | 2     | 3        | 4        | 5                 |
| People smoking and vaping in Windsor's parks/playgrounds is a problem                        | 1              | 2     | 3        | 4        | 5                 |
| I think smoking and vaping should be prohibited in Windsor's parks/playgrounds               | 1              | 2     | 3        | 4        | 5                 |

## 3. If Windsor were to ban smoking and vaping in outdoor areas, which public recreational areas should be smoke and vape free?

Check as many as you think.

- ☐ Playgrounds      ☐ Parks      ☐ Trails      ☐ Rec Center Campus      ☐ Public Special Events
- ☐ Shelters/Picnic Areas      ☐ Parking Lots      ☐ Dog Parks      ☐ Natural Areas      ☐ Skate Parks
- ☐ Athletic Fields/ Bleachers/ Sporting event seating areas      ☐ All above listed outdoor areas      ☐ I don't think it should be banned

## 4. Please describe your level of smoking/vaping.

- ☐ I have never smoked/vaped      ☐ I currently smoke/vape      ☐ I have smoked/vaped in the past, but quit

## 5. In which category is your age?

- ☐ 12 – 17 years      ☐ 18 – 29 years      ☐ 30 – 44 years      ☐ 45 – 64 years      ☐ 65+ years

## 6. What is your zip code?

## 7. Any additional comments?

TOWN OF WINDSOR  
ORDINANCE NO. 2019 -

AN ORDINANCE AMENDING CHAPTER 10 OF THE *WINDSOR MUNICIPAL CODE*  
WITH RESPECT TO SMOKING AND THE USE OF ELECTRONIC SMOKING DEVICES  
IN PUBLIC AREAS

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

WHEREAS, the Town owns and operates public parks, trails, and open space for the benefit and health of its residents and visitors; and

WHEREAS, the Environmental and Protection Agency classifies secondhand smoke as a Group A carcinogen and estimates that approximately 3,000 American nonsmokers die each year from lung cancer caused by secondhand smoke; and

WHEREAS, even brief exposure to second-hand smoke from cigarettes, cigars and electronic inhalant systems increases health risks; and

WHEREAS, in addition to reducing exposure, smoke-free policies are proven to decrease tobacco use, increase smoking cessation, and prevent children from using tobacco and nicotine delivery products; and

WHEREAS, studies show that adolescents who live in communities with strong smoke-free protections are less likely to smoke than adolescents who live in communities with weaker protections; and

WHEREAS, the Colorado Indoor Clean Air Act has reduced exposure to second-hand smoke and vapors, a policy that protects the public while indoors but not outdoors; and

WHEREAS, when measured up to 20 feet from a person actively smoking outdoors, air toxicity levels can reach those similar to indoor smoking levels; and

WHEREAS, smoking in outdoor public places can produce significant cigarette litter that pollutes the environment, harms wildlife and increases the risk of wildfires; and

WHEREAS, exposure of young people to smoking gives an impression of common acceptance, and increases the risk of smoking behaviors; and

WHEREAS, the vapor from electronic smoking devices contain at least nine (9) chemicals identified as carcinogens and reproductive toxins; and

WHEREAS, the Town Board has concluded that the public health, safety and welfare will be promoted by the adoption of the within limitations on the outdoor public use of tobacco and nicotine vapor delivery systems in the Town of Windsor.

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

**Section 1.** Chapter 10 of the *Windsor Municipal Code* is hereby amended by the addition of a new Article XII, which shall read as follows:

## **ARTICLE XII – Smoking Prohibited in Recreation Areas**

**Sec. 10-12-10. - Statement of Intent and Purpose.** The Town of Windsor, ~~in enacting this Article~~, intends to provide for the public health, safety, and welfare by discouraging smoking and vapor inhalation in Town-owned and operated recreational places. The provisions of this Article shall be liberally construed to accomplish this purpose.

### **Sec. 10-12-20. - Definitions.**

As used in this Article, the following words or phrases shall have the following meanings, respectively:

*Electronic smoking device* means any device that when activated emits a vapor, aerosol, or smoke or can be used to deliver nicotine or any other substance to the person inhaling from the device, including, but not limited: to e-cigarettes, e-cigars, e-pipes, vape pens, e-hookahs, inhalant delivery systems or any other similar product by any other name or descriptor. An *electronic smoking device* includes any component, part or accessory of such device whether or not sold separately, regardless of nicotine content or any other substance intended to be vaporized or aerosolized for human inhalation through the use of the device.

*Playing field* means that portion of an outdoor *recreational area* (as defined herein) that is open to the general public, is owned or operated by the Town of Windsor, ~~or is in use by the Town of Windsor for its recreational programming or is in use by the Town of Windsor for an event hosted by the Town of Windsor~~, and is set up and/or marked for one or more specific games or recreational activities (including but not limited to baseball, football, lacrosse or soccer). A *playing field* that is fenced or the outside perimeter of which is otherwise physically demarcated shall be deemed to include all of the area inside such fence or demarcation, together with any seating, bleachers or other designated viewing area; a *playing field* that is not fenced or the outside perimeter of which is not otherwise demarcated shall be deemed to include all of the area customarily required for playing and viewing the game for which it is being used, including but not limited to any seating, bleachers or other designated viewing area.

*Public park* means any *recreational area* identified as a park facility in the Town's Parks, Recreation and Culture Master Plan.

*Recreational area* means any outdoor area that is owned or operated by the Town of Windsor or is in use by the Town of Windsor for its recreational programming or is in use by the Town of Windsor for an event hosted by the Town of Windsor, and open to the general public for recreational purposes, regardless of any fee or age requirement. The term *recreational area* includes but is not limited to indoor or outdoor *playing fields*, playgrounds, *public parks*, picnic areas, walking paths, gardens, swimming pools, and skateboard parks. The term *recreational area* includes those portions of streets and sidewalks located entirely within a demarcated *recreational area*.

*Smoke* means the emissions or release of gases, particles, vapors or aerosols into the air from burning, heating or activation of any device, including but not limited to a cigarette, electronic smoking device, electronic smoking device, or any other product by any name or descriptor when the apparent or usual purpose of burning, heating or activation of the device is human tasting and inhalation.

*Smoking* means the act of burning, heating, activation, including, but not limited to a cigarette, cigar, pipe, hookah, or electronic smoking device, by any other product name or descriptor, that results in the release of smoke, vapors or aerosols when the apparent or usual purpose of the burning, heating or activation of the device is human inhalation of smoke, vapors or aerosols.

**Sec. 10-12-30. - Public Smoking, Use of Electronic Smoking Devices, Retaliation Prohibited; Exceptions.**

(1) Prohibition of Smoking and Use of Electronic Smoking Devices in Recreational Areas.

Subject to the exception set forth in sub-section (2) of this Section, smoking and the use of any electronic smoking device is prohibited in all recreational areas within the Town of Windsor.

(2) Exceptions.

Smoking and the use of electronic smoking devices is permitted in all Town-owned and operated public parking lots, public streets and public alleys within, adjacent to or serving the demands of public vehicle parking capacity for public use of recreational areas.

**Section 10-12-40. – Other Requirements.**

- (1) Littering. It shall be unlawful for any person to dispose of waste or refuse associated with smoking, tobacco product use or the use of electronic smoking devices other than in approved receptacles.
- (2) Signage required. The Town Manager or his/her designee shall post signs containing clear and conspicuous notice that smoking is prohibited in recreational areas as follows:
  - (a) At each point of ingress to the recreation area, and in other conspicuous location(s) as deemed appropriate; and
  - (b) The signage required herein shall have letters of no less than one inch in height and shall include the international NO SMOKING symbol.

Notwithstanding this requirement, the presence or absence of signs, or lack of visibility thereof, shall not be a defense to a charge of smoking or use of electronic smoking devices in violation of this Article.

**Sec. 10-12-50. – Unlawful Conduct, Penalties.**

- (1) It shall be unlawful for any person to violate any of the provisions adopted in this Article.
- (2) Every person convicted of a violation of any provision adopted in this Article shall be punished by either a fine up to the maximum penalty provided in Chapter 1, Article IV of this Code , useful public service and/or completion of any class determined appropriate by the Municipal Court or any combination thereof.

**Section 2.** This Ordinance shall take effect at 12:01 a.m. on January 1, 2020.

Introduced, passed on first reading, and ordered published this \_\_\_\_ day of \_\_\_\_\_, 2019.

TOWN OF WINDSOR, COLORADO

By \_\_\_\_\_  
Kristie Melendez, Mayor

ATTEST:

\_\_\_\_\_  
Krystal Eucker, Town Clerk



Introduced, passed on second reading, and ordered published this \_\_\_\_day of \_\_\_\_\_, 2019.

TOWN OF WINDSOR, COLORADO

By \_\_\_\_\_  
Kristie Melendez, Mayor

ATTEST:

\_\_\_\_\_  
Krystal Eucker, Town Clerk

DRAFT



## MEMORANDUM

**Date:** April 22, 2019  
**To:** Mayor and Town Board  
**Via:** Shane Hale, Town Manager  
**From:** Shane Hale, Town Manager  
**Re:** Future Meetings Agenda  
**Item #:** 2.

### ATTACHMENTS:

- Future Meetings Agenda



## FUTURE TOWN BOARD MEETINGS

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|                            |                                                                                                                                                          |
|----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|
| April 29, 2019             | Fifth Monday – No Meeting                                                                                                                                |
| May 6, 2019<br>6:00 p.m.   | Town Board Work Session<br>Transportation Master Plan Kick-Off – Joint meeting with Planning Commission and Parks, Recreation and Culture Advisory Board |
| May 8, 2019<br>6:00 p.m.   | Town Board Special Meeting with Downtown Development Authority and Brinkman                                                                              |
| May 13, 2019<br>5:30 p.m.  | Board/Manager/Attorney Monthly Meeting<br>Parks, Recreation and Culture Strategic Plan                                                                   |
| May 13, 2019               | Town Board Regular Meeting<br>Kern Board                                                                                                                 |
| May 20, 2019<br>6:00 p.m.  | Town Board Work Session<br>Bright Futures Presentation/Discussion<br>Projected Residential Buildout Based on Existing Land Use                           |
| May 27, 2019               | Meeting Cancelled, Town Hall Closed – Memorial Day                                                                                                       |
| June 3, 2019<br>6:00 p.m.  | Town Board Work Session<br>Senate Bill 181 Discussion                                                                                                    |
| June 10, 2019<br>5:30 p.m. | Board/Manager/Attorney Monthly Meeting<br>Broadband Discussion                                                                                           |
| June 10, 2019<br>7:00 p.m. | Town Board Regular Meeting                                                                                                                               |
| June 17, 2019<br>6:00 p.m. | Town Board Work Session<br>Windsor Water Strategy                                                                                                        |
| June 24, 2019<br>6:00 p.m. | Town Board Work Session<br>Trails and Open Space Update                                                                                                  |
| June 24, 2019<br>7:00 p.m. | Town Board Regular Meeting                                                                                                                               |
| July 1, 2019<br>6:00 p.m.  | Town Board Work Session<br>Proposed Employee Benefit Update                                                                                              |
| July 8, 2019<br>5:30       | Board/Manager/Attorney Monthly Meeting                                                                                                                   |
| July 8, 2019               | Town Board Regular Meeting                                                                                                                               |

7:00 p.m. Kern Board

**Additional Events**

|                  |                                                                                                                                                            |
|------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|
| April 26, 2019   | Bellvue Water Treatment Plant Tour, Bellvue, CO – attending: Bennett, Wilson, Sislowski, Jones, Rennemeyer                                                 |
| April 30, 2019   | Advisory Board Appreciation Dinner, Windsor CO beginning at 5:30 p.m. – attending: Melendez, Bennett, Baker, Rennemeyer, Jones, Wilson, Sislowski          |
| May 18, 2019     | Coffee with the Mayor, Community Recreation Center, Windsor, CO 7:30-9:00 a.m. – attending: Melendez, Wilson, Sislowski, Bennett, Baker, Rennemeyer, Jones |
| June 11, 2019    | Town of Windsor Transportation Master Plan Open House, WSFR Station #1, Windsor, CO from 4:00-7:00 p.m. – attending: Baker, Rennemeyer, Wilson, Jones,     |
| June 18-21, 2019 | Colorado Municipal League Annual Conference, Breckenridge, CO – attending: Melendez, Bennett, Baker, Rennemeyer, Jones, Sislowski, Wilson                  |

**Future Work Session Topics**

- Investment Strategy Discussion
- Land Use Code Update meeting with Planning Commission (next code section in series) – Planning
- Economic development/retail needs at 60,000 population
- Fehr & Peers Preliminary Transportation Master Plan Information for CIP Budget Discussion (July/August)