



## **TOWN BOARD WORK SESSION**

July 1, 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. Meet The Board - New Employees
2. Benefit Enrichment Survey Results and Proposed Recommendations
3. 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:** July 1, 2019  
**To:** Mayor and Town Board  
**Via:** Shane Hale, Town Manager  
**From:** Brad Sorenson  
**Re:** Meet The Board - New Employees  
**Item #:** 1.

### Background / Discussion:

| Last Name | First Name | Title                     | DOH       | Supervisor        |
|-----------|------------|---------------------------|-----------|-------------------|
| Posey     | Hannah     | Community Service Officer | 4/8/2019  | Chief Rick Klimek |
| Espinoza  | Camron     | Police Officer            | 4/8/2019  | Chief Rick Klimek |
| Baker     | Anna       | Police Officer            | 2/11/2019 | Chief Rick Klimek |
| Cygan     | Michael    | Police Officer            | 2/11/2019 | Chief Rick Klimek |
| Doocy     | Alec       | Police Officer            | 2/11/2019 | Chief Rick Klimek |
| Rosson    | Kyrie      | Police Officer            | 6/27/2019 | Chief Rick Klimek |
| Drtina    | Natasha    | Police Officer            | 6/27/2019 | Chief Rick Klimek |
| Kughn     | Debra      | Records Technician        | 4/15/2019 | Chief Rick Klimek |



## MEMORANDUM

**Date:** July 1, 2019  
**To:** Mayor and Town Board  
**Via:** Shane Hale, Town Manager  
**From:** Jennifer Butcher, Director of Human Resources  
**Re:** Benefit Enrichment Survey Results and Proposed Recommendations  
**Item #:** 2.

### Background / Discussion:

The Town of Windsor conducted an Employee Benefit Enrichment Survey on May 15, 2019. This survey lasted for two weeks. The intention of the survey was to receive suggestions from full-time employees (161 employees) and to encourage employees to provide feedback about their general opinions towards the town's current overall benefits.

The results of the survey are promising in that 70% of the full-time employees participated in the survey. The Town of Windsor supports employee feedback as it is the springboard to continuous workplace improvement and effectiveness. The Town of Windsor is making a significant investment in our employees, as their opinions and engagement matter, and in return this improves employee satisfaction, boosts employee productivity, addresses benefit concerns and satisfaction, and ultimately retains quality employees. In addition, the Town of Windsor strives to remain competitive with the marketplace.

After receiving the survey results, Human Resources then conducted a Leadership Team Focus discussion to review the survey results and obtain feedback from the leadership team pertaining to the proposed recommendations.

The purpose of this presentation is to explain and review the Employee Benefit Enrichment Survey results, propose some additional benefit enhancement recommendations, and to answer any questions related to the survey and the recommendations.

I appreciate the Mayor and Town Board's time and consideration to discuss and review these matters. Thank you.

### Financial Impact:

**1.) Changing the mandatory waiting period for employer provided benefits - coverage would begin on the 1st of the month following regular full-time employee's date of hire:** No budget impact for 2019. For 2020 the cost would be \$1,272.49 per month for employer provided benefits for all new hires.

**2.) Employee Assistance Plan - adding all regular part-time employees:** 66 part-time employees @ \$3.24 per employee - an additional \$213.84 per month - for the remainder of the year: \$1,069.20.

**3.) Full-time vacation change of length of service and accruals:**  
No budget impact for 2019. An increased liability of \$48,659.56 for 2019.

**4.) Part-time vacation addition - paid vacation time based on employee's actual number of hours budgeted per week:** No budget impact for 2019. An increased liability of \$8,002.50 for 2019.

**5.) Vacation maximum carry over for full-time employees - any unused vacation that exceed the maximum amount to be carried over; will be cashed out at year-end or can be converted to the employee's retirement plan:** Average is 160 hours lost per year - approx. cost could be \$5,500.00 annually (2019).

**6.) Full-time sick change to 96 hours of sick time per calendar year:** 16 additional hours = A possible maximum liability of \$112,144.00 for 2019.

**7.) Part-time sick addition - paid sick time based on employee's actual number of hours budgeted per week:**  
No budget impact for 2019. A possible maximum liability of \$8,002.50 for 2019.

**8.) Adding 1 full holiday - changing Christmas Eve and New Year's Eve to full day holidays instead of half day holidays:** \$39,120.00 for the remainder of the year.

**9.) 401(a) plan - full-time employees become eligible immediately upon date of hire - vesting schedule of 3 years - and increasing the town's contribution/tiers:** Town's contribution to 401(a) additional costs:

10% = \$184,939.00 (estimated based on total participation)

**TOTAL 2019 FINANCIAL IMPACT: \$215,247.84**

Estimated costs provided by the Finance Department. Thank you.

**ATTACHMENTS:**

- ▢ Presentation\_Work Session\_Benefit Enrichment Survey Results & Proposed Recommendations
- ▢ General Comparisons
- ▢ Vacation Comparisons
- ▢ Sick Comparisons
- ▢ Retirement Comparisons

# Benefit Enrichment Survey & Proposed Recommendations The Town of Windsor



**May 15, 2019 - May 29, 2019**

*70% Participation*

The Town provides two options for your medical insurance: EPO 3 or Kaiser HMO 40 plan. The Town pays 89% of the total monthly costs for the medical options. The Town provides dental insurance through Delta Dental in which the Town pays 90% of the total monthly costs, and VSP for your vision insurance in which the Town pays 50% of the total monthly costs. **Please indicate your level of satisfaction with the Town's overall health insurance package.**

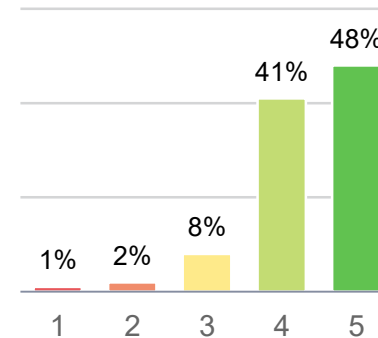
TOTAL RESPONDENTS

108

CURRENT MEAN

4.33

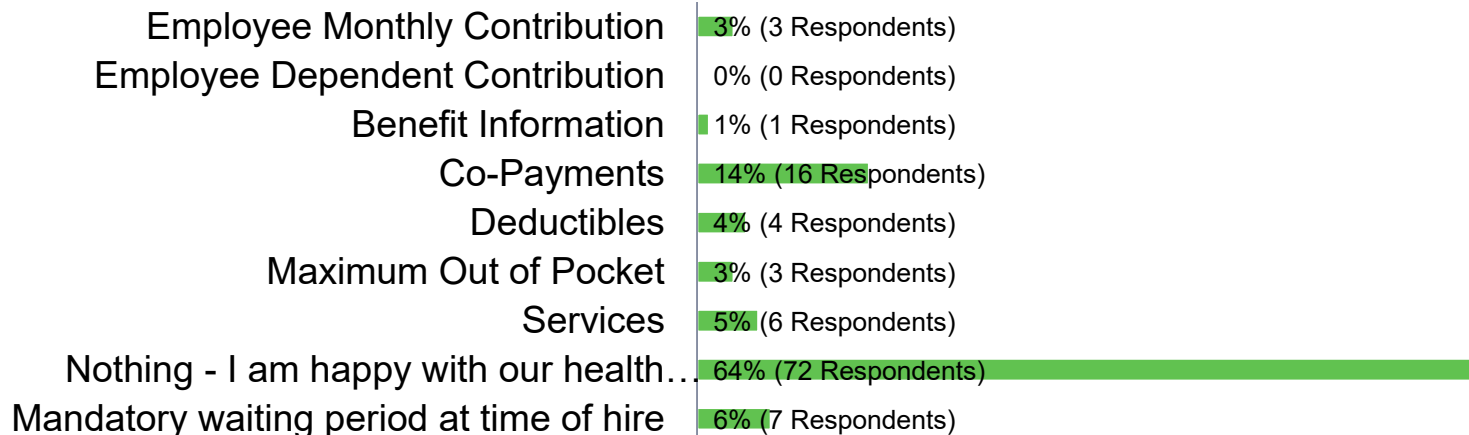
FREQUENCY DISTRIBUTION



If you are dissatisfied with any aspect of the Town's health insurance package, please indicate which aspects below.

TOTAL RESPONDENTS

112





## Employer Provided Benefits (medical, dental, vision, LTD, STD & life insurance)

### **Current Employer Provided Benefits**

Mandatory waiting period at time of hire:

The first day of the month following thirty (30) days of eligibility (full time employment)

### **Proposed Employer Provided Benefits**

Change mandatory waiting period to:

Your employer provided benefits coverage will begin on the 1<sup>st</sup> of the month following your hire date for regular full-time employees

Fiscal note provided on attached memo - #1





# Employee Assistance Plan (EAP)

## Current EAP

The Employee Assistance Program (EAP) provides work/life referral services and wellness coaching. These services are free of charge and available to all full-time employees and their household members. The use of the EAP is strictly confidential and available 24/7. They are here to help with everyday issues that come up in your work and life, including:

- Emotional Wellbeing
- Financial
- Legal
- Health
- Personal Growth
- Relationships

## Proposed EAP

The Employee Assistance Program (EAP) provides work/life referral services and wellness coaching. These services are free of charge and available to all regular full-time and part-time employees and their household members. The use of the EAP is strictly confidential and available 24/7. They are here to help with everyday issues that come up in your work and life, including:

- Emotional Wellbeing
- Financial
- Legal
- Health
- Personal Growth
- Relationships

Fiscal note provided on attached memo - #2

Full time employees accrue vacation leave monthly depending upon their length of service and their base number of full time hours. I believe the Town's vacation time off is competitive with other employers.

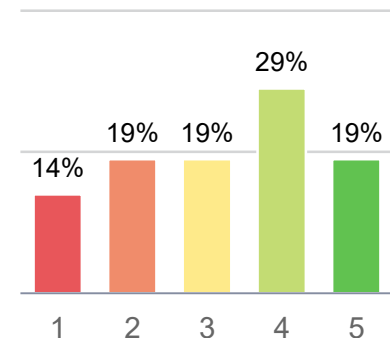
TOTAL RESPONDENTS

108

CURRENT MEAN

3.20

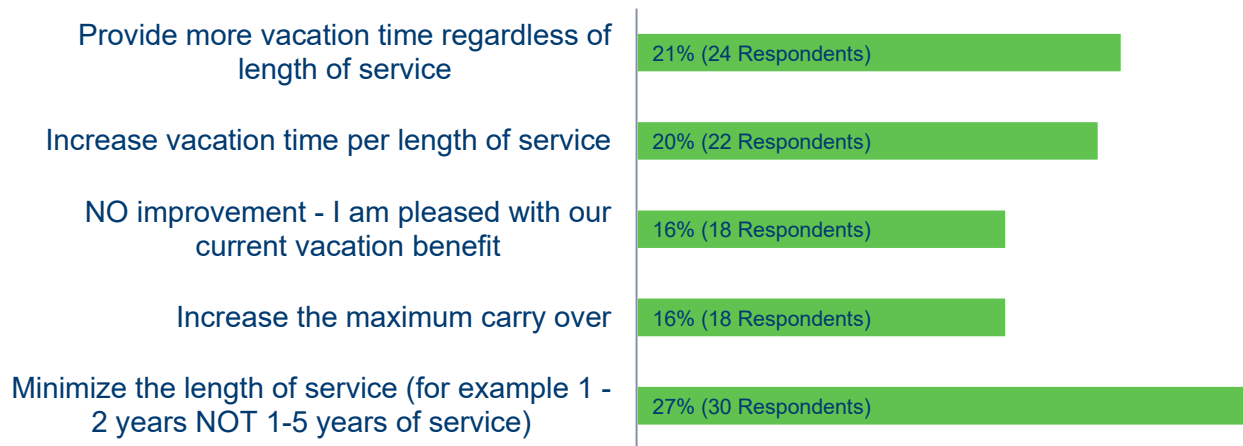
FREQUENCY DISTRIBUTION



# How can we improve our vacation time off benefit?

TOTAL RESPONDENTS

112





# Vacation- Full-Time Employees

## Current Vacation FT Accruals/Tiers

***Full-time employees accrue vacation leave monthly depending upon length of service and their base number of full time hours:***

### Full-time 40 hours per week accrual

Year 1-5 accrue 6.67 hours per month (80 hours annually)

Year 6-10 accrue 10.0 hours per month (120 hours annually)

Year 11+ accrue 13.33 hours per month (160 hours annually)

Note: The Town of Windsor has full-time 35 and 30 hours per week accruals/tiers, however; no such position(s) exist at this time.

## Proposed Vacation FT Accruals/Tiers

***Full-time employees accrue vacation leave monthly depending upon length of service and their base number of full time hours:***

### Full-time 40 hours per week accrual

Year 1-2 accrue 8.0 hours per month (96 hours annually)

Year 3-4 accrue 8.66 hours per month (104 hours annually)

Year 5 accrue 9.33 hours per month (112 hours annually)

Year 6-7 accrue 10.66 hours per month (128 hours annually)

Year 8 accrue 11.33 hours per month (136 hours annually)

Year 9 accrue 12.0 hours per month (144 hours annually)

Year 10 accrue 12.66 hours per month (152 hours annually)

Year 11-12 accrue 13.33 hours per month (160 hours annually)

Year 13-15 accrue 14.0 hours per month (168 hours annually)

Year 16-17 accrue 14.66 hours per month (176 hours annually)

Year 18-19 accrue 15.33 hours per month (184 hours annually)

Year 20 accrue 16.0 hours per month (192 hours annually)

Year 20+ accrue 16.66 hours per month (200 hours annually)

Fiscal Note provided on attached memo - #3



# Vacation – Part-Time Employees

## Current Vacation – Part-time employees

None

## Proposed Vacation – Part-time employees

All of the Town's regular part-time employees (employees performing less than 29 hours per week) will be eligible to receive paid vacation time based on their actual number of hours budgeted per week. For example, a regular part-time employee who is hired for an average of 10 hours per week could earn up to 20 hours of vacation time annually/accruing at 1.67 hours per month. Only part-time employees completing one year of service are eligible to earn vacation hours.

Regular part-time employees will have a vacation maximum carry over from one year to the next which will be limited to the maximum vacation leave they receive on an annual basis. Any vacation balance remaining at employment termination will be paid out.

This does not pertain to temporary and/or seasonal employees.

Fiscal note provided on attached memo - #4



# Vacation – Carry Over Amounts for Full-time employees

## Current Vacation Maximum Carry Over – FT employees only

The maximum amount of vacation leave an eligible employee may carry over from one year to the next is limited to the maximum of the vacation leave they receive on an annual basis.

## Proposed Vacation Maximum Carry Over – FT employees only

Annually, any unused vacation that exceeds the maximum amount to be carried over; will be cashed out at year-end (on the second paycheck every January) or converted to the employee's retirement plan. Eligibility is for full-time employees only.

Fiscal note provided on attached memo - #5



# Sick – Full-Time Employees

## Current Sick Accrual – Full-Time

Full-Time Employees ONLY

Accrued at the rate of:

- 40 hours full time 6.67 hours per month (80 hours annually)

## Proposed Sick Accrual – Full-Time

Full-Time Employees ONLY

Accrued at the rate of:

- 40 hours full time 8.0 hours per month (96 hours annually)

All eligible full-time employees must complete 90 days of continuous service before accrued sick hours can be used.

Fiscal note provided on attached memo - #6

Note: The Town of Windsor has full-time 35 and 30 hours per week accruals/tiers, however; no such position(s) exist at this time.



# Sick – Part-Time Employees

## Current Sick – Part-time employees

None

## Proposed Sick – Part-time employees

All of the Town's regular part-time employees (employees performing less than 29 hours per week) will be eligible to receive paid sick time based on their actual number of hours budgeted per week. For example, a regular part-time employee who is hired for an average of 10 hours per week could earn up to 20 hours of sick time annually/accruing at 1.67 hours per month.

All part-time eligible employees must complete 90 days of continuous service before accrued sick hours can be used.

Part-time employees may carryover unused sick hours from one calendar year to the next; however, part-time employees may not carryover a sick balance of more than 120 hours at any given point in time. Part-time employees who reach 120 hours of accrued sick will no longer be eligible to earn additional sick until they take time off and reduce their sick balance. Part-time employees will not be paid out in lieu of actually using their earned sick time.

This does not pertain to temporary and/or seasonal employees.

Fiscal note provided on attached memo - #7



All regular full-time employees (except police officers and those on leave) receive holiday pay for regularly scheduled hours during holidays recognized by the Town. These 10 holidays are: New Year's Day, President's Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, Friday following Thanksgiving, and Christmas Day. In addition, the Town has two 1/2 day holidays: Christmas Eve and New Year's Eve.

Are you satisfied with the amount of paid holidays you receive?

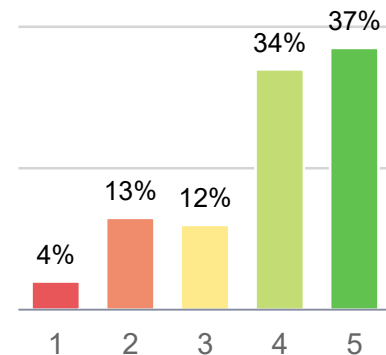
TOTAL RESPONDENTS

98

CURRENT MEAN

3.86

FREQUENCY DISTRIBUTION





# Holidays

Employees who participated in the survey requested an additional holiday. The top two suggestions were MLK Jr. day and/or changing Christmas Eve and New Year's Eve to full day holidays instead of half day holidays.

## Current Holiday Schedule (FT employees)

9 full day holidays

2 ½ day holidays

- New Year's Day
- President's Day
- Memorial Day
- Independence Day
- Labor Day
- Veteran's Day
- Thanksgiving Day
- Friday Following Thanksgiving
- Christmas Eve (1/2 day)
- Christmas Day
- New Year's Eve (1/2 day)

## Proposed Holiday Schedule (FT employees)

11 full day holidays

- New Year's Day
- President's Day
- Memorial Day
- Independence Day
- Labor Day
- Veteran's Day
- Thanksgiving Day
- Day After Thanksgiving
- Christmas Eve
- Christmas Day
- New Year's Eve Day

Fiscal note provided on attached memo - #8

Retirement Plan (457): Upon hire, employees can immediately become participants in the 457 Deferred Compensation Retirement Plan. Contributions will begin with the first paycheck. Changes to contribution amounts may be made at any time. Retirement Plan (401): Upon completion of one (1) year of full time employment, contributions made by the Town will begin. **I am satisfied with our current retirement plan(s).**

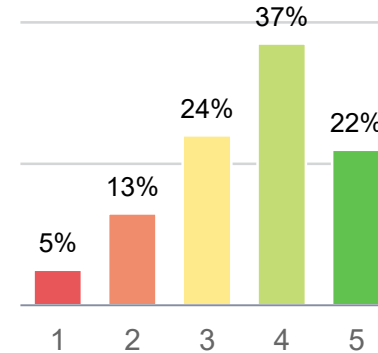
TOTAL RESPONDENTS

109

CURRENT MEAN

3.59

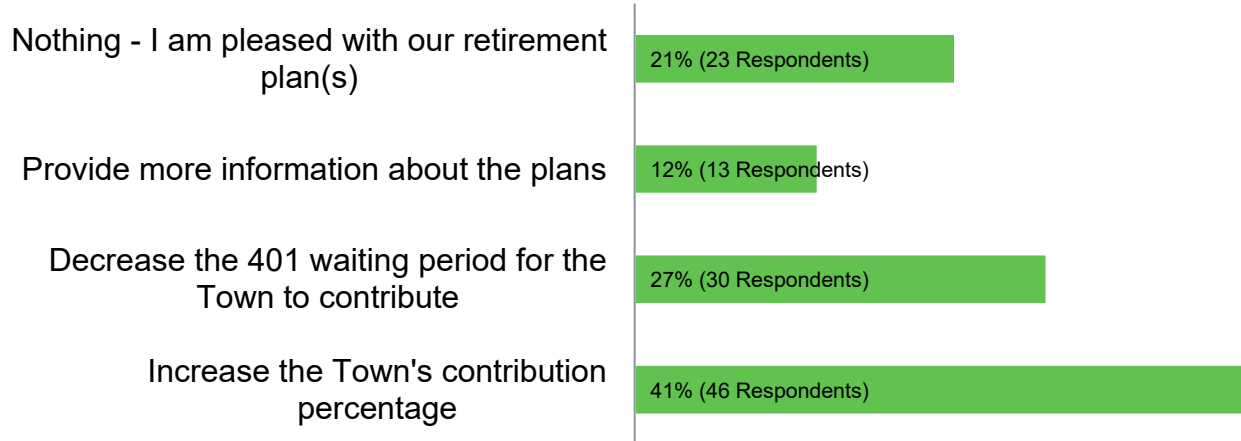
FREQUENCY DISTRIBUTION



# How can we improve our retirement plan(s)?

TOTAL RESPONDENTS

112





# Retirement Plan 401(a) Full-time employees

## Current 401(a)

The Town contributes a specific percentage for each eligible employee (full-time employees only), based upon the amount or percentage the employee contributes towards their 457 Deferred Compensation plan. Employees do not contribute any of their income into the 401(a) plan.

Eligible employees enter the plan after one (1) year of employment.

If the employee contributes at least 2%, the town will contribute 6% into the 401(a) plan. If the employee contributes less than 2%, or does not participate in the 457 plan, the town will contribute 4% into the 401(a) plan.

## Proposed 401(a)

The Town contributes a specific percentage for each eligible employee (full-time employees only), based upon the amount or percentage the employee contributes towards their 457 Deferred Compensation plan. Employees do not contribute any of their income into the 401(a) plan.

Eligible employees enter the plan immediately upon date of hire.

Vesting for new employees schedule:

- 50% the first year of employment
- 75% the second year of employment
- 100% the third year of employment

If the employee contributes at least 2%, the town will contribute 6% into the 401(a) plan. If the employee contributes less than 2%, or does not participate in the 457 plan, the town will contribute 4% into the 401(a) plan. If the employee contributes at least 6%, the town will contribute 8%. If the employee contributes at least 8%, the town will contribute 10%.

**Proposed effective date: 8/1/2019**

**Questions? Thank you**

---

Jennifer Butcher  
Director of Human Resources  
[jbutcher@windsorgov.com](mailto:jbutcher@windsorgov.com)



## General Comparisons

| <b>Municipality</b>        | <b>Mandatory Waiting Period -<br/>Employer Provided Benefits</b> | <b>EAP</b>        | <b>Holidays</b> | <b>Personal Days/Floating Holidays</b> |
|----------------------------|------------------------------------------------------------------|-------------------|-----------------|----------------------------------------|
| City of Fort Collins       | 1st of the month                                                 | ALL employees     | 12              | 0                                      |
| Town of Superior           | 1st of the month                                                 | ALL employees     | 11              | 1                                      |
| City of Loveland           | 1st of the month                                                 | FT & PT employees | 9               | 3                                      |
| Town of Severance          | 1st of the month                                                 | FT employees      | 11              | 0                                      |
| Town of Parker             | 1st of the month following 30 days                               | FT employees      | 11              | 0                                      |
| City of Montrose           | 1st of the month following 30 days                               | FT & PT employees | 10              | 0                                      |
| City of Greeley            | 1st of the month following 30 days                               | FT & PT employees | 10              | 1                                      |
|                            |                                                                  |                   |                 |                                        |
|                            |                                                                  |                   |                 |                                        |
| <b>The Town of Windsor</b> | <b>Mandatory Waiting Period -<br/>Employer Provided Benefits</b> | <b>EAP</b>        | <b>Holidays</b> | <b>Personal Days/Floating Holidays</b> |
| CURRENT Town of Windsor    | 1st of the month following 30 days                               | FT employees      | 10              | 2                                      |
| PROPOSED Town of Windsor   | 1st of the month                                                 | FT & PT employees | 11              | 2                                      |

Vacation Comparisons

| Municipality         | YEARS OF SERVICE |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |
|----------------------|------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
|                      | 1                | 2   | 3   | 4   | 5   | 6   | 7   | 8   | 9   | 10  | 11  | 12  | 13  | 14  | 15  | 16  | 17  | 18  | 19  | 20  | 20+ |
| City of Fort Collins | 120              | 120 | 120 | 128 | 128 | 136 | 136 | 144 | 144 | 160 | 160 | 160 | 168 | 168 | 176 | 176 | 184 | 184 | 192 | 192 | 200 |
| Town of Superior     | 80               | 80  | 80  | 120 | 120 | 120 | 120 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 |
| City of Loveland     | 80               | 80  | 80  | 96  | 96  | 96  | 120 | 120 | 120 | 120 | 144 | 144 | 144 | 144 | 144 | 168 | 168 | 168 | 168 | 168 | 168 |
| Town of Parker       | 120              | 136 | 136 | 136 | 160 | 160 | 160 | 160 | 160 | 176 | 176 | 176 | 176 | 176 | 200 | 200 | 200 | 200 | 200 | 216 | 216 |
| City of Montrose     | 94               | 94  | 94  | 94  | 134 | 134 | 134 | 134 | 134 | 134 | 134 | 134 | 134 | 134 | 174 | 174 | 174 | 174 | 174 | 174 | 174 |
| City of Lafayette    | 80               | 80  | 104 | 112 | 120 | 128 | 136 | 144 | 152 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 |
| City of Greeley*     |                  |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |

| The Town of Windsor      | YEARS OF SERVICE |    |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |
|--------------------------|------------------|----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
|                          | 1                | 2  | 3   | 4   | 5   | 6   | 7   | 8   | 9   | 10  | 11  | 12  | 13  | 14  | 15  | 16  | 17  | 18  | 19  | 20  | 20+ |
| CURRENT Town of Windsor  | 80               | 80 | 80  | 80  | 80  | 120 | 120 | 120 | 120 | 120 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 |
| PROPOSED Town of Windsor | 96               | 96 | 104 | 104 | 112 | 128 | 128 | 136 | 144 | 152 | 160 | 160 | 168 | 168 | 168 | 176 | 176 | 184 | 184 | 192 | 200 |

\*City of Greeley has a PTO plan for vacation and sick



## Sick Comparisons

| <b>Municipality</b>  | <b>FTE</b> | <b>PTE</b>                       |
|----------------------|------------|----------------------------------|
| City of Fort Collins | 120        | # of hours budgeted              |
| Town of Superior     | 96         | # of hours budgeted              |
| City of Loveland     | 80         | # of hours budgeted              |
| Town of Parker       | 96         | NONE                             |
| City of Montrose     | 96         | # of hours budgeted              |
| City of Lafayette    | 96         | accrued @ .041 every hour worked |
| City of Greeley*     |            |                                  |

| <b>The Town of Windsor</b> | <b>FTE</b> | <b>PTE</b>          |
|----------------------------|------------|---------------------|
| CURRENT Town of Windsor    | 80         | NONE                |
| PROPOSED Town of Windsor   | 96         | # of hours budgeted |

\*City of Greeley has a PTO plan for vacation and sick

## Colorado Government 401 (a) Plan Comparisons

| Municipalities            | EE % | ER %       |
|---------------------------|------|------------|
| City of Arvada            | 8    | 10         |
| City of Broomfield        | 6    | 6          |
| City of Castle Rock       | 4    | 7          |
| City of Centennial        | 8    | 10         |
| Commerce City             | 6    | 6          |
| City of Fort Collins      | 3    | 6.5        |
| City of Golden            | 2    | 5          |
| City of Grand Junction    | 6    | 6          |
| City of Loveland*         | 3    | 5/6/7/8/9* |
| City of Greenwood Village | 0    | 5          |
| City of Lakewood          | 8    | 10         |
| City of Littleton         | 5    | 7          |
| City of Montrose**        | 1-8  | 1-8**      |
| City of Northglenn        | 12   | 8/9/10%    |
| City of Parker            | 8    | 10         |
| City of Thornton          | 5    | 5.85       |
| City of Westminster       | 10   | 10.25      |
| City of Wheat Ridge       | 4    | 4          |

\* 5%=0-7 yrs, 6%=8-10 yrs, 7%=11-15 yrs, 8%=16-20 yrs, 9%+21 yrs+

\*\* Matches dollar for dollar up to 8%



## MEMORANDUM

**Date:** July 1, 2019  
**To:** Mayor and Town Board  
**Via:** Shane Hale, Town Manager  
**From:** Shane Hale, Town Manager  
**Re:** Future Meetings Agenda  
**Item #:** 3.

### ATTACHMENTS:

- ▢ Future Meetings Agenda



## FUTURE TOWN BOARD MEETINGS

---

|                                |                                                                                                                                        |
|--------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|
| July 8, 2019<br>5:30           | Board/Manager/Attorney Monthly Meeting<br>ACE Program Presentation                                                                     |
| July 8, 2019<br>7:00 p.m.      | Town Board Regular Meeting<br>Kern Board                                                                                               |
| July 15, 2019<br>6:00 p.m.     | Town Board Work Session                                                                                                                |
| July 22, 2019<br>5:30 p.m.     | Town Board Work Session<br>Preliminary Transportation Master Plan Information – Fehr & Peers<br>Presentation for CIP Budget Discussion |
| July 22, 2019<br>7:00 p.m.     | Town Board Regular Meeting                                                                                                             |
| July 29, 2019                  | Fifth Monday – No Meeting                                                                                                              |
| August 5, 2019<br>6:00 p.m.    | Town Board Work Session<br>Senate Bill 181 Disucssion                                                                                  |
| August 12, 2019<br>5:00 p.m.   | Board/Manager/Attorney Monthly Meeting<br>Parks, Recreation and Culture Strategic Plan Update                                          |
| August 12, 2019<br>7:00 p.m.   | Town Board Regular Meeting                                                                                                             |
| August 19, 2019<br>6:00 p.m.   | Town Board Work Session                                                                                                                |
| August 26, 2019<br>6:00 p.m.   | Town Board Work Session                                                                                                                |
| August 26, 2019<br>7:00 p.m.   | Town Board Regular Meeting                                                                                                             |
| September 2, 2019              | <del>Town Board Work Session</del> – Cancelled due to Labor Day                                                                        |
| September 9, 2019<br>5:00 p.m. | Board/Manager/Attorney Monthly Meeting                                                                                                 |
| September 9, 2019<br>7:00 p.m. | Town Board Regular Meeting<br>Kern Board                                                                                               |

**Additional Events**

|                  |                                                                                                                                                 |
|------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|
| July 10, 2019    | Community Conversation with Ken Bennett, Boardwalk Park Shelter #1 beginning at 6:00 p.m. – attending: Bennett, Rennemeyer, Baker               |
| July 20, 2019    | Coffee with the Mayor, Colorado Cherry Company, Windsor, CO 7:30-9:00 a.m. – attending: Melendez, Rennemeyer, Wilson, Baker, Sislowksi, Bennett |
| July 23-24, 2019 | Youth Leadership Summer Camp, Windsor, CO – attending: Rennemeyer, Sislowksi, Wilson, Bennett                                                   |

**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