



TOWN BOARD WORK SESSION

October 4, 2021 - 5:30 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. 2022 Capital Improvement Plan Follow Up - D. Moyer, Finance Director
2. Redistricting Discussion - K. Frawley, Town Clerk; I. McCargar, Town Attorney; S. Pearson, GIS Analyst
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: October 4, 2021
To: Mayor and Town Board
Via: Shane Hale, Town Manager
From: Dean Moyer, Finance Director
Re: 2022 Capital Improvement Plan Follow Up
Item #: 1.

Background / Discussion:

Follow Up Questions from Capital Improvement Plan Work Session on September 20.



MEMORANDUM

Date: October 4, 2021
To: Mayor and Town Board
Via: Shane Hale, Town Manager
From: Karen Frawley, Town Clerk; Ian McCargar, Town Attorney; and Scott T. Pearson, GIS Analyst
Re: Voter Redistricting Discussion
Item #: 2.

Background / Discussion:

The establishment of election districts for the Town of Windsor was adopted by the Town voters in November, 2007 and became effective for Town Board elections beginning in April, 2008. The geographic districts are based on the number of registered voters for each district, and are not expressly tied to raw population. The Town Charter states in Section 3.1 that "no later than 180 days before each regular biennial election, the Town Clerk shall determine if the number of registered electors in the district containing the lowest number of registered electors is less than eighty-five (85) percent of the number of registered electors in the district containing the highest number". Although the number is to be reviewed every two years, the district boundaries cannot be changed more often than once every six years "unless such change is necessary to conform to constitutional apportionment requirements". Additionally, the Charter states that no change in district boundaries shall create a vacancy during the term of any Town Board member in office at the time of the change (TOW Charter 3.1.C).

The constitutional apportionment requirements are related to the "one man-one vote" principles of the United States Constitution; as long as there is no constitutional problem requiring reapportionment, the Charter amendment prohibits redistricting no more often than every six years. Generally, raw population figures drive the constitutional analysis. The Charter's reliance on registered electors assumes that registered elector status ties sufficiently to raw population; we have no evidence otherwise.

Below is a breakdown of the number of registered electors in each district using the current district map; District 2 is the highest with 4,806. Using the formula in the Charter, 85% of 4,806 is 4,085 - District 3 is the only other district in compliance.

Number of registered electors in each district using the current district map:

	District 1	District 2	District 3	District 4	District 5	District 6
Registered Electors	3,999	4,806	4,525	3,608	3,720	3,796

It is no secret that Windsor has grown significantly over the last two years and is likely to continue. Due to that consistent growth, staff believes that the current districts are within tolerances and therefore recommends forgoing redistricting for the upcoming election.



FUTURE TOWN BOARD MEETINGS

October 9, 2021 8:00 a.m. – 2:00 p.m.	Town Board Operational Budget Retreat
October 11, 2021 5:30 p.m.	Town Board Work Session Town Board-Manager-Attorney Monthly Meeting DDA Budget presentation Eastman Park Drive Corridor Plan Update
October 11, 2021 7:00 p.m.	Town Board Regular Meeting
October 18, 2021 5:30 p.m.	Town Board Work Session Sewer Plant Financing Options Comprehensive Fee Update
October 25, 2021 5:30 p.m.	Town Board Work Session Follow-up Budget Items Sherview Trust for Public Land
October 25, 2021 7:00 p.m.	Town Board Regular Meeting
November 1, 2021 5:30 p.m.	Town Board Work Session Special Event Discussion
November 8, 2021 5:30 p.m.	Town Board/Planning Commission Joint Work Session Town Board-Manager-Attorney Monthly Meeting Downtown Corridor Plan Height Limits
November 8, 2021 7:00 p.m.	Town Board Regular Meeting
November 15, 2021 5:30 p.m.	Town Board Work Session Sustainable Windsor Colorado Presentation
November 22, 2021 5:30 p.m.	Town Board Work Session
November 22, 2021 7:00 p.m.	Town Board Regular Meeting
November 29, 2021	Cancelled – 5 th Monday
December 6, 2021 5:30 p.m.	Town Board Work Session

December 13, 2021 5:30 p.m.	Town Board Work Session Town Board-Manager-Attorney Monthly Meeting
December 13, 2021 7:00 p.m.	Town Board Regular Meeting
December 20, 2021 5:30 p.m.	Town Board Work Session Board-Manager-Attorney social/dinner
December 27, 2021 5:30 p.m.	Cancelled

Future Work Session Topics

- DDA Entertainment District
- Telecom Code (Pending FCC Rules)
- Regional Water Treatment Plant Site
- Presentation by Carolyn Steffl regarding SB21-262 – Special District Transparency
- Proportional services and amenities for planned population
- Economic development/retail needs based on population levels (following retail assessment)