



TOWN BOARD WORK SESSION

October 21, 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. Downtown Development Authority Budget Discussion
2. Windsor Housing Authority Discussion
3. Redistricting Presentation
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.

To: Honorable Mayor and Members of the Town Board

From: The Windsor Housing Authority Board

Date: October 21, 2019

Subject: Request to Waive Development Fees for the Golden Meadows Project

SUMMARY

The purpose of these request development fee waivers for approximately \$652,000 be provided to the Windsor Housing Authority (WHA) for its Golden Meadows Development project.

BACKGROUND

The WHA has two completed housing projects in Windsor - Century III Apartments are a 72-unit complex for seniors who are 62 years of age and older and disabled individuals. The Windsor Meadows Apartments are an 80-unit complex that serves households with incomes of 30%-60% of the Area Median Income (AMI). Currently, we have one vacancy in our Century III complex and four vacancies in our Windsor Meadows complex.

The Town Board missioned the WHA to direct the next affordable housing project to senior housing based on data demonstrating the need for additional affordable senior housing. Currently, there are 433 households on the waiting list – 23% or 99 household of the 433 are elderly and an additional 22% or 96 household are near elderly.

Therefore, the WHA newest proposed project is the Golden Meadows Development. The project is a senior housing 90-unit high quality development planned to be built in three phases located at the corner of WCR 15 and Guardian Drive. The first phase will include 52 units; the second phase will have 38 units and the third phase will be 33 attached cottage homes in six-plexes and one triplex, each phase with a separate additional development budget.

The Town Board has waived permit fees for existing affordable developments such as the Windsor Meadows. The total development budget for Windsor Meadows is \$19,408,845 and the Town waived approximately \$479,100 in fees. The Golden Meadows total development budget is \$19,189,828 with approximately \$652,000 in fees. These fees are a significant impact on the total budget of the project. The WHA is requesting fee waivers for the Golden Meadows, Phase I only.

The breakdown of the fees are below:

Golden Meadows Phase I Fee Estimate

Fee	Town Est	Waiver Request
Building Fee	\$ 44,486.05	
Electrical	\$ 5,853.50	
Construction Meter	\$ 57.50	
Plan Check	\$ 28,915.93	
Amin	\$ 12,599.26	\$ 12,599.26
*Raw Water	\$ 1,075,635.00	\$ -
Water PIF	\$ 130,284.00	\$ 130,284.00
Sewer PIF	\$ 60,984.00	\$ 60,984.00
Parks	\$ 286,936.00	\$ 286,936.00
Drainage	\$ 21,528.92	\$ 21,528.92
Fire	\$ 67,010.00	
Use Tax	\$ 263,485.84	\$ -
Road Fee	\$ 139,516.00	\$ 139,516.00
TOTAL	\$ 2,137,292.00	\$ 651,848.18

*Adjusted to reflect 52 units ----> \$ 454,740.00

The Golden Meadows Senior Housing Development

Windsor Housing Authority

October 21, 2019

Existing WHA Projects

- ▶ Century III – 72 units
 - ▶ Senior and disabled tenants
- ▶ Windsor Meadows I and II – 80 units
 - ▶ No age restriction
 - ▶ Serves households with incomes at 30%-60% AMI
- ▶ 433 households currently on waitlist across all projects

Golden Meadows

- ▶ Senior housing
- ▶ Phase I – 52 units, \$19.1M total cost
- ▶ Phase II – 38 units, TBD total cost
- ▶ Phase III – 33 units, TBD total cost



LARK BUNTING SCHEME



SW 6991
Black Magic
Interior / Exterior
Locator Number: 251-C3

SW 7746
Rushing River
Interior / Exterior
Locator Number: 247-C6

SW 6070
Heron Plume
Interior / Exterior
Locator Number: 259-C1



LARK BUNTING SCHEME

WEST



FRONT



LARK BUNTING SCHEME





MEMORANDUM

Date: October 21, 2019
To: Mayor and Town Board
Via: Shane Hale, Town Manager
From: Krystal Eucker, Town Clerk and Scott Tometich, GIS Coordinator
Re: Redistricting Presentation
Item #: 3.

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 at 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.

In order to transition to districts, the Charter required that a Districting Commission be formed. Their directive was to establish six geographical districts for the 2008 election of Town Board members. Upon establishment of the districts, the duties of the Districting Commission were concluded. The Charter is silent as to the redistricting process; the only direction provided is that the Town Clerk is to determine if the numbers of registered voters in the districts are in compliance with the Charter requirements no later than 180 days before the election.

Below is a breakdown of the number of registered electors in each district using the current district map; District 3 is the highest with 4,774. Using the formula in the Charter, 85% of 4,774 is 4,060 – none of the Districts are 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	3,585	3,526	4,774	2,829	2,753	4,015

Pursuant to this information, the Town’s GIS department was tasked with creating a revised district map. Staff analyzed electoral information, reviewing options, and developing the best option for consideration. The current voter registration data from both Weld and Larimer Counties, the current district map and potential growth areas in Windsor were all used in determining the proposed revised district map. The proposed revision meets the 85% requirement set by the Charter with minor changes to the district lines.

Number of registered electors using the draft redistricting scenario:

	District 1	District 2	District 3	District 4	District 5	District 6
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Registered Electors	3,500	3,382	3,394	3,771	3,579	3,735
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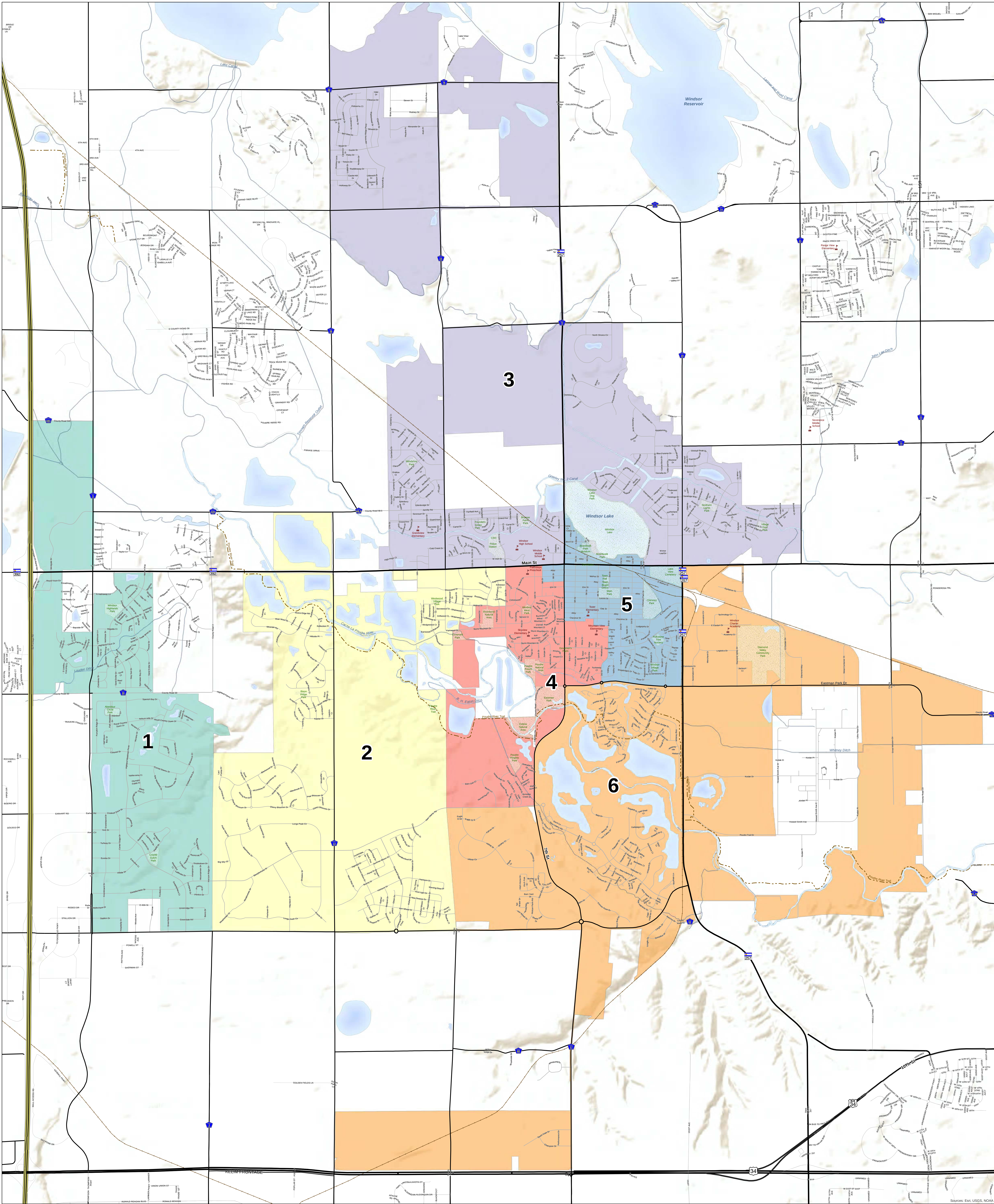
The largest district in the revised map is District 4; 85% of 3,771 is 3,205 – all districts would be in compliance with the Charter requirements in the proposed draft district map.

The timeframe for redistricting is as follows:

- October 21, 2019, Presentation to Town Board at Work Session
- October 28, 2019, 1st reading of redistricting ordinance
- November 28, 2019, 2nd reading of redistricting ordinance
- December 9, 2019, New districts in place

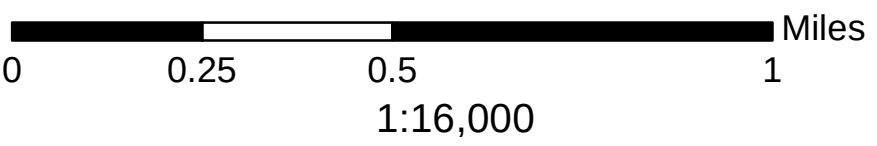
ATTACHMENTS:

- ▢ Current Voting Districts
- ▢ Draft - Proposed New Districts



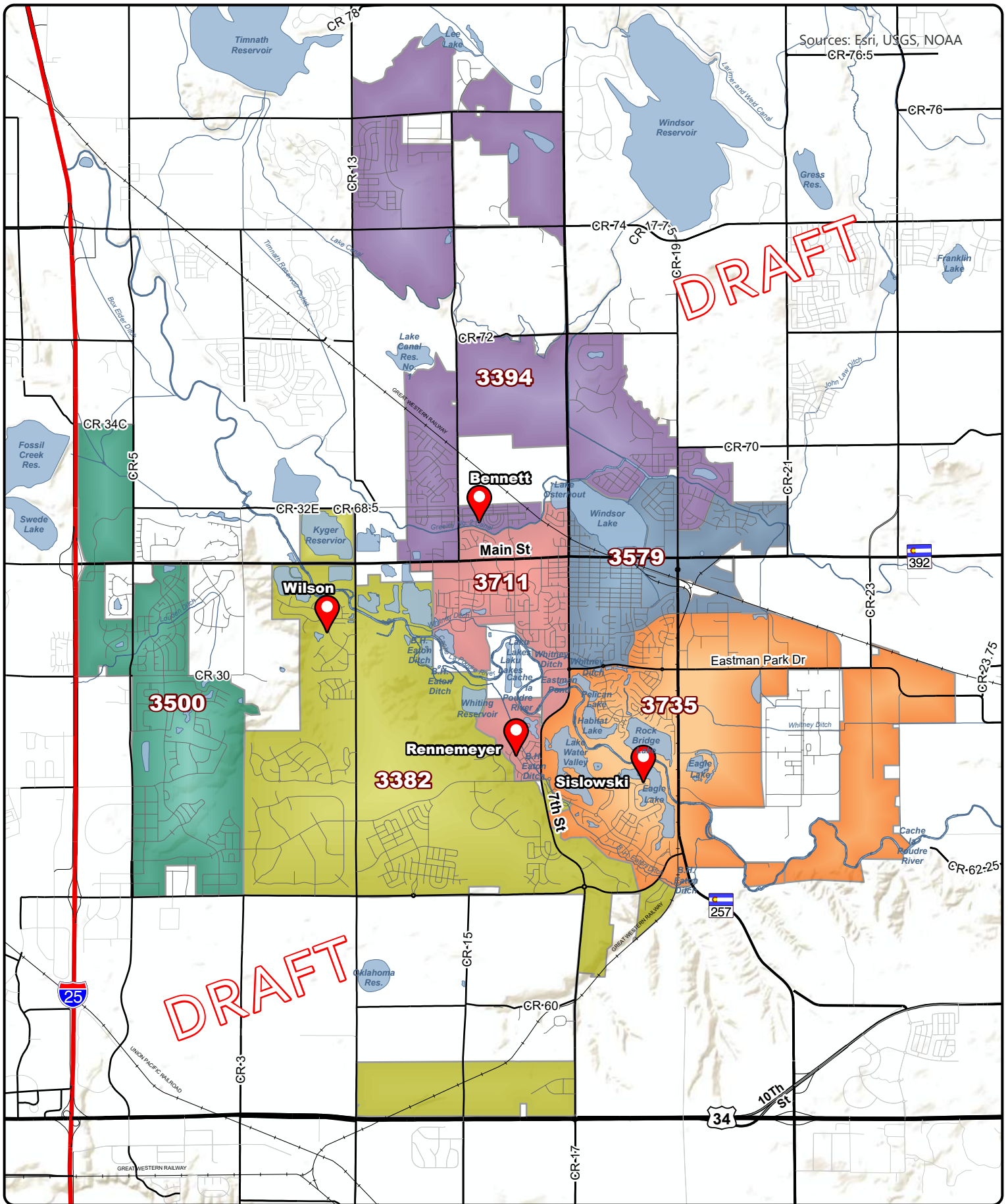
Voting Districts

District 1 District 2 District 3 District 4 District 5 District 6



This map was created for illustrative purposes only. Any misrepresentation of this map or its contents, whether intentional or not, are the sole responsibility of the user.

Updated: 9/4/2019
Updated by: mmenand
Created: 11/15/2013
Created by: stometch
File: VotingDistricts(34x44-P)





MEMORANDUM

Date: October 21, 2019
To: Mayor and Town Board
Via: Shane Hale, Town Manager
From:
Re:
Item #: 4.

ATTACHMENTS:

- ▢ Future Meetings Agenda



FUTURE TOWN BOARD MEETINGS

October 28, 2019 5:30 p.m.	Town Board Work Session Budget Meeting – Police, Administrative Services, Economic Development, Town Board and Town Manager
October 28, 2019 7:00 p.m.	Town Board Regular Meeting
November 4, 2019 6:00 p.m.	Town Board Special Meeting Land Use Code Update
November 11, 2019	Town Board Work Session – Cancelled due to Veterans Day
November 18, 2019 6:00 p.m.	Town Board Special Meeting Water Rate Discussion Storm Water Fees Discussion
November 25, 2019 5:30 p.m.	Town Board Work Session Air Quality Monitoring Discussion Follow Up
November 25, 2019 7:00 p.m.	Town Board Regular Meeting Kern Board
December 2, 2019 6:00 p.m.	Town Board Work Session Envisio Presentation
December 9, 2019 5:30 p.m.	Town Board Work Session
December 9, 2019 7:00 p.m.	Town Board Regular Meeting – Last Regular Meeting of the Year!
December 16, 2019 6:00 p.m.	Town Board Work Session Town Attorney, Town Manager and Town Board Social
January 6, 2020 6:00 p.m.	Town Board Work Session
January 13, 2020 5:30 p.m.	Town Board Work Session Transportation Master Plan
January 13, 2020 7:00 p.m.	Town Board Regular Meeting

Additional Events

October 30, 2019	Town and County Dinner with Weld County, Greeley, CO 6:00-8:00 p.m. – attending: Melendez, Wilson, Rennemeyer, Jones
November 16, 2019	Coffee with the Mayor, Coffee House 29, Windsor, CO 7:30-9:00 a.m. – attending: Melendez, Rennemeyer, Wilson
December 5, 2019	Transportation Master Plan Open House, WSFR Station No. 1, 4:00-7:00 p.m.
December 7, 2019	Transportation Master Plan Intercept Event in conjunction with Windsor Wonderland
December 21, 2019	Coffee with the Mayor, Senior Jalapeno, Windsor, CO 7:30-9:00 a.m. – attending: Melendez, Sislowski, Rennemeyer, 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