



Town Board Regular Meeting

July 8, 2024 - 7:00 PM

Town Board Chambers, 301 Walnut Street, Windsor, CO 80550

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MINUTES

A. CALL TO ORDER

Mayor Cline called the meeting to order at 7:23 p.m.

1. Roll Call

Present:

Mayor Julie Cline
Mayor Pro Tem Ron Steinbach
Brian Jones
Lainie Peltz
Rick Klimek
Jason Hallett

Also Present:

Shane Hale, Town Manager
Dan Money, Town Attorney
Eric Lucas, Deputy Town Manager
David Eisenbraun, Long Term Planner
Dean Moyer, Finance Director
Tara Fotsch, Director of PRC
Kim Emil, Deputy Town Attorney
Wade Willis, Trails and Open Space Manager
Kimberly Lambrecht, Senior Planner
Kendra Martin, Operations and Facilities Manager
Bobby Warner, Recreation Manager
Craig Ellingson, Parks Operations Manager
Kyra McKinley, Visual Media Coordinator
Karen Frawley, Town Clerk

2. Pledge of Allegiance

Mayor Cline asked Town Board Member Peltz to lead the Pledge of Allegiance.

3. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration

Town Board Member Hallett moved to approve the agenda as written, Town Board Member Klimek seconded the motion. Roll call on the vote resulted as follows; Yeas - Julie Cline, Jason Hallett, Ron Steinbach, Lainie Peltz, Rick Klimek, Brian Jones; Nays - None; Motion Passed.

4. Proclamations

a. Proclamation Supporting the U.S. Olympic Team

b. Parks and Recreation Month

Mayor Cline read the proclamations aloud.

5. Board Liaison Reports

Mayor Pro Tem Steinbach - Historic Preservation Commission, Larimer County Behavioral Health Policy Council, Windsor Housing Authority

Mayor Pro Tem Steinbach reported that the Historic Preservation Commission had a table at the June 13th concert and in May held its open house, which was attended by fifty people. The Commission will also have a table at the Farmer's Market on July 27th.

Mayor Pro Tem Steinbach reported that the Larimer County Behavioral Health Policy Council has not met since the last provided update.

Mayor Pro Tem Steinbach reported that the Windsor Housing Authority reviewed its bylaws for minor discrepancies and approved a resolution for all the actions necessary for the authority to close on the property at Jacoby Meadows and the groundbreaking will be held on August 14th at 10 a.m.

Town Board Member Peltz - Clearview Library Board, Great Western Trail Authority, Windsor Arts Commission

Town Board Member Peltz reported that the Clearview Library Board provided a report that they served a total of fifteen thousand seven hundred and seventy-four patrons in May. The board named a new interim director until the new executive director is hired, which was an internal promotion. The board are accepting applications for the executive director position and hope to hold final interviews in August, and the board have also released its annual report from 2023.

Town Board Member Peltz reported that the Great Western Trail Authority has not met since the last provided update.

Town Board Member Peltz reported that the Windsor Arts Commission are looking at some sort of mural at the Eastman Park phase 2 area. The stagecoach sculpture for the Halfway House is almost complete. The Kyger Reservoir update will be given in July and would love to have a QR code to accept donations, but it will still need to be worked on by the Finance Department. A map has been created of all the art that is placed in Windsor, so there will be an interactive map for people to use.

Town Board Member Klimek - Chamber of Commerce, Water and Sewer Board, Windsor Downtown Alliance

Town Board Member Klimek reported that the Chamber of Commerce met while he was ill and was unable to attend the meeting. He will provide an update at a future meeting.

Town Board Member Klimek reported that the Water and Sewer Board attended a tour of the wastewater treatment plant.

Town Board Member Klimek reported that the Windsor Downtown Alliance met during the Colorado Municipal League annual conference, so he was unable to attend. He will provide an update at a future meeting.

Town Board Member Hallett - Planning Commission, RE-4 School District, Tree Board

Town Board Member Hallett reported that the Planning Commission viewed a presentation for items on the agenda later tonight.

Town Board Member Hallett reported that the Re-4 School District has not met since the last provided update.

Town Board Member Hallett reported that the Tree Board held its annual sick tree date on June 25th which took the place of the monthly meeting.

Mayor Cline – Parks, Recreation and Culture Advisory Board, Poudre River Trail Corridor Authority, North Front Range MPO, US 34 and I-25 Coalitions

Mayor Cline reported that the Parks, Recreation and Culture Advisory Board has not met since the last provided update due to the Fourth of July holiday event.

Mayor Cline reported that the Poudre River Trail Corridor Authority has not met since the last provided update.

Mayor Cline reported that the North Front Range MPO has not met since the last provided update.

Mayor Cline reported that the US 34 and I-25 Coalitions have not met since the last provided update.

6. Public Invited to be Heard

Mayor Cline opened the meeting up for public comment.

Scott Dial from 1050 Fairfield Avenue in Windsor addressed the board regarding the development in Trevenna and dirt issue.

XBobi-Jo Merritt from 682 Vermillion Peak Drive in Windsor addressed the board regarding stormwater issues due to the development of Trevenna.

Julie Pantelopoulos from 1050 Fairfield Avenue in Windsor addressed the board regarding fugitive dirt problem in Trevenna.

Joseph Plummer from 1105 3rd Street in Windsor addressed the board regarding traffic issues and concerns.

Bryce Dunn from 1414 Fairfield Avenue in Windsor addressed the board regarding the dirt issue due to the development in Trevenna.

Lindsey Dunn from 1414 Fairfield Avenue in Windsor addressed the board regarding the dirt issue due to the development in Trevenna.

B. CONSENT CALENDAR

1. Approval of the June 24, 2024 Town Board Regular Meeting Minutes - K. Frawley, Town Clerk
Approval of the June 24, 2024 Town Board regular meeting minutes.
2. Resolution No. 2024-46 - A Resolution Making Certain Findings of Fact Concerning the Lone Tree Annexation to the Town of Windsor, Colorado; Determining Substantial Compliance with Section 31-12-101, Et Seq., C.R.S., "The Municipal Annexation Act of 1965"; and Establishing

Dates for Public Hearings before the Planning Commission and the Town Board of the Town of Windsor, Colorado - K. Lambrecht, Senior Planner

Executive Summary

On May 23, 2023, the Town Clerk accepted the subject annexation petition. On June 12, 2023, the Town Board approved Resolution 2023-23 concerning the acceptance of the annexation petition, initiating the annexation proceedings (attached for reference), per Colorado Revised Statutes (C.R.S.). The attached resolution deems substantial compliance with C.R.S. concerning annexation to the Town and establishes public hearing dates for the Planning Commission and the Town Board.

3. Resolution No. 2024-47 - A Resolution Approving and Adopting an Intergovernmental Agreement Between Weld Re-4 School District and the Town of Windsor for the School Resource Officer Program - Aaron Lopez, Interim Chief of Police

The Weld Re-4 School District and Town of Windsor have annually maintained a shared School Resource Officer (SRO) program for district schools with a presence in the Windsor town limits. This agreement includes a 50-50 salary sharing agreement as well as the parameters of the program. This renewal contains no substantive changes from agreements past and is simply a formal reaffirmation of the existing agreement.

4. Report of Bills June 2024 - D. Moyer, Director of Finance

Town Board Member Hallett moved to approve the consent agenda as presented, Town Board member Peltz seconded the motion. Roll call on the vote resulted as follows; Yeas - Julie Cline, Jason Hallett, Ron Steinbach, Lainie Peltz, Rick Klimek, Brian Jones; Nays - None; Motion Passed.

C. BOARD ACTION

1. Public Hearing - Ordinance No. 2024-1700 - An Ordinance Amending Certain Sections of the Town Municipal Code Regarding Minor Variances, Section 14-2-140; and Vehicular Access Requirements, Section 15-5-10 - Town of Windsor Planning, applicant.

The two topics of discussion are:

Code Sec. 14-2-140 provides that the Director may administratively grant minor variances where an unintended deviation from zoning district standards exists relative to existing structures or existing lots in certain circumstances, up to 10% of the requirement. Portions of this language restrict it to one foot and not for new construction which has proved to be overly restrictive and not meeting the intent.

Code Sec. 15-5-10 addresses vehicular access requirements and how to navigate the parking of a vehicle on their property. In particular, there is an overly burdensome requirement where it states that only one row of parking shall exist between the building and any public right-of-way. This amendment includes language clarifying that no more than a single row of parking may be located between the principal building and right-of-way along arterials and commercial corridors only, as this has proved to be impractical on smaller local streets and should only apply to our primary commercial corridors and arterials.

Town Board Member Hallett stated "Mayor Cline, for the record, I would like to point out that in my capacity as Town Board liaison to the Planning Commission, I was present at the Planning Commission meeting during which this matter was previously presented. I wish to state that my participation in the Planning Commission proceeding has in no way influenced me in my capacity as a Town Board member this evening. I will make my decision and cast my vote this

evening based solely on the evidence presented during this public hearing."

Town Board Member Hallett moved to open the public hearing, Town Board Member Steinbach seconded the motion. Roll call on the vote resulted as follows; Yeas - Julie Cline, Jason Hallett, Ron Steinbach, Lainie Peltz, Rick Klimek, Brian Jones; Nays - None; Motion Passed.

Mayor Cline opened the hearing up for public comment, to which there was none.

Town Board Member Hallett moved to close the public hearing, Town Board Member Steinbach seconded the motion. Roll call on the vote resulted as follows; Yeas - Julie Cline, Jason Hallett, Ron Steinbach, Lainie Peltz, Rick Klimek, Brian Jones; Nays - None; Motion Passed.

2. Ordinance No. 2024-1700- An Ordinance Amending Certain Sections of the Town Municipal Code Regarding Minor Variances, Section 14-2-140; and Vehicular Access Requirements, Section 15-5-10 - Town of Windsor Planning, applicant.

See public hearing item.

Town Board Member Hallett moved to approve Ordinance No. 2024-1700, Town Board Member Klimek seconded the motion. Roll call on the vote resulted as follows; Yeas - Julie Cline, Jason Hallett, Ron Steinbach, Lainie Peltz, Rick Klimek, Brian Jones; Nays - None; Motion Passed.

D. COMMUNICATIONS

1. Communications from Town Attorney

2. Communications from Town Staff

- a. Strategic Plan Key Performance Indicator Report for July 2024

Attached are the Town's Key Performance Indicators for July 2024. Every month, I highlight a KPI in each of the strategic focus areas in an effort to provide context to the data we are collecting.

Per Mr. Eisenbraun, the comprehensive plan was awarded a state award for comp plans and will be accepting the award at the state planning conference later this fall.

3. Communications from Town Manager

- a. Monthly Board Report - Focus Area Updates

Per Mr. Hale, tomorrow night will be the community meet and greet with the police chief candidates. There will be a multi-agency exercise at the High School on Friday, so the public might see a lot of activity at the high school, but it is important to know that it is just an exercise. Mr. Hale offered a reminder to save the date for the Jacoby Meadows groundbreaking on August 14th at 10 am.

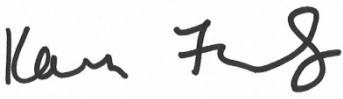
4. Communications from Town Board

Per Mayor Cline, tomorrow night the WDA will be hosting a community charrette at the Train Depot from 6:00 to 7:30 p.m. Mayor Cline also reported that there will be a coffee with the Mayor in August and more information will be forthcoming.

E. ADJOURN

Town Board Member Hallett moved to adjourn, Town Board Member Steinbach seconded the motion. Roll call on the vote resulted as follows; Yeas - Julie Cline, Ron Steinbach, Brian Jones, Lainie Peltz, Rick Klimek, Jason Hallett; Nays - None; Motion Passed.

Upon a motion duly made, the meeting was adjourned at 8:19 p.m.

A handwritten signature in black ink, appearing to read "Karen Frawley". The signature is written in a cursive, flowing style. The first name "Karen" is written in a larger, more prominent script, and the last name "Frawley" is written in a similar but slightly smaller script, connected to the first name.

Karen Frawley, Town Clerk