



WATER AND SEWER BOARD REGULAR MEETING

November 9, 2022 - 6:30 AM

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

AGENDA

A. CALL TO ORDER

1. Roll Call
2. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration
3. Public Invited to be Heard

B. CONSENT CALENDAR

C. BOARD ACTION

1. Approve August 10, 2022 Minutes
2. Approve October 12, 2022 Minutes
3. Growing Water Smart Workshop
 - Presented by Greg Bielawski and Milt Tokunaga

D. COMMUNICATIONS

1. Regional Water Treatment Plant Authority Update
2. Northern Water Fall Symposium November 15
3. GLIC Decree Update

E. ADJOURN

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.



Water and Sewer Board Regular Meeting

August 10, 2022 - 6:30 AM

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

MINUTES

A. CALL TO ORDER

1. Roll Call

Present:

Chairman
Vice Chair
Secretary

Greg Bielawski
Carlos Medina
Janene Willey
Milt Tokunaga
Gale McGaha Miller
Milton Geiger (absent)
Darell Zimbelman
Alan Overton
Alan MacGregor (absent)
Victor Tallon (absent)

Alternate
Alternate
Town Board Liaison

Also Present:

Water Resources
Administrator
Customer Service Manager
Town Clerk

Leif Lesoing
Mike Lucero
Karen Frawley

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

There were no new agenda items considered.

3. Public Invited to be Heard

There was no public comment.

B. CONSENT CALENDAR

There were no items on the consent calendar.

C. BOARD ACTION

1. Approve June meeting minutes

Board Member Tokunaga moved to accept the minutes for the June 8, 2022 meeting; Board Member Zimbelman seconded the motion. Motion carried unanimously.

D. COMMUNICATIONS

1. Civic Clerk Training, Karen Frawley; Town Clerk

Town Clerk Karen Frawley presented the new Civic Clerk platform to the board. This system assists staff with the agenda and minutes for all Town Board and Advisory Board meetings.

2. GLIC Global Settlement

The Global Settlement went to the Town Board for approval and signing. The settlement had already been signed by Greeley, and it is just waiting on approval from Loveland and the Company.

3. Windsor Town Board and Water and Sewer Board Tour September 7

The Board is planning an upcoming tour of the Regional Treatment Plant site as well as the NISP site on September 7.

4. Northern Colorado Growing Smart Workshop, Estes Park, September 12 through 14

Mr. Lesoing provided information regarding the upcoming Smart Water Workshop in Estes Park September 12-September 14.

E. ADJOURN

Board member McGaha Miller moved to adjourn the meeting at 7:26am; Board Secretary Willey seconded the motion. Motion carried unanimously.

Submitted by:

A handwritten signature in blue ink, appearing to read "Erin Porter".

Erin Porter, Utility Billing Administrative Specialist



Water and Sewer Board Regular Meeting

October 12, 2022 - 6:30 AM
1st Floor Conference Room, 301 Walnut Street, Windsor, CO
80550

MINUTES

A. CALL TO ORDER

1. Roll Call

Present:

Chairman
Vice Chair
Secretary

Greg Bielawski
Carlos Medina
Janene Willey
Milt Tokunaga
Gale McGaha Miller
Milton Geiger
Darell Zimbelman
Alan Overton
Alan MacGregor
Victor Tallon (absent)

Alternate
Alternate
Town Board Liaison

Also Present:

Finance Director
Budget Analyst
Admin Services Director
Water Resources
Administrator
Water Conservation
Technician
UB Administrative Specialist
Stantec

Dean Moyer
Karl Gannon
Jess Humphries
Leif Lesoing
Kevin Hartley
Erin Porter
Carol Malesky

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

There were no new agenda items.

3. Public Invited to be Heard

There was no public comment

B. CONSENT CALENDAR

THERE WERE NO ITEMS ON THE CONSENT CALENDAR.

C. BOARD ACTION

1. Approve August Minutes

Board Chairman Bielawski pushed the approval to the next meeting because of issues with Civic Clerk.

2. 2023 Water, Sewer and Stormwater Rates

Carol Malesky presented information to the Board regarding the recent study they had completed on rates for water, sewer, and storm drainage fees.

Board Member Geiger moved to recommend the proposed increase to Town Board for consideration, Board Secretary Willey seconded the motion. Roll call on the vote resulted as follows; Yeas - Gregory Bielawski, Milt Tokunaga, Carlos Medina, Janene Willey, Darell Zimbelman, Gale McGaha Miller, Milton Geiger; Nays - None; Motion Passed.

3. 2023 Water, Sewer, and Stormwater Budgets

Karl Gannon and Dean Moyer reviewed the 2023 budget with the board regarding water, sewer and storm drainage funds. The Board requested additional information that Mr Gannon stated that he would send after the meeting.

Board Member McGaha Miller moved to recommend the proposed budget to Town Board for consideration, Secretary Willey seconded the motion. Roll call on the vote resulted as follows; Yeas - Gregory Bielawski, Milt Tokunaga, Carlos Medina, Janene Willey, Darell Zimbelman, Gale McGaha Miller; Milton Geiger Nays - None; Motion Passed.

4. Growing Water Smart and Landuse Planning Seminar Update

Board Chairman proposed moving the discussion about the recent Growing Smart workshop to the next meeting.

Board Member Tokunaga moved to to table the agenda item to the next meeting, Board Member McGaha Miller seconded the motion. Roll call on the vote resulted as follows; Yeas - Gregory Bielawski, Milt Tokunaga, Carlos Medina, Janene Willey, Darell Zimbelman, Gale McGaha Miller Milton Geiger; Nays - None; Motion Passed.

D. COMMUNICATIONS

THERE WERE NO ITEMS TO COMMUNICATE.

E. ADJOURN

BOARD MEMBER MCGAHA MILLER MOVED TO TO ADJOURN THE MEETING AT 8:53 AM, BOARD VICE-CHAIRMAN MEDINA SECONDED THE MOTION. ROLL CALL ON THE VOTE RESULTED AS FOLLOWS; YEAS - GREGORY BIELAWSKI, MILT TOKUNAGA, CARLOS MEDINA, JANENE WILLEY, DARELL ZIMBELMAN, GALE MCGAHA MILLER, MILTON GEIGER; NAYS - NONE; MOTION PASSED.

Name, Title

Growing Water Smart Workshop

Presentation to Water & Sewer Board

Oct 12, 2022

Greg Bielawski & Milt Tokunaga

Growing Water Smart Workshop

September 12-14, 2022

Windsor Team Members

Leif Lesoing

Carlin Malone

Kevin Hartley

Milt Tokunaga

Greg Bielawski



Why the Workshop ?

Objectives of the Workshop ?

Implementation ?

Homework pre-Workshop: Community Self-Assessment

- Compilation of Information regarding....
 - Windsor's water supply & demand
 - Current water conservation & efficiency efforts
 - Windsor's current policies linking water & land use

Team Work Sessions

1. Setting a Workshop Intention
2. How Water Smart are We Now
3. How Water Smart Do We Want to Be
4. What is Our Water Smart Message
5. Creating a Team Action Plan

Team Work Sessions

1. Setting a Workshop Intention

2. How Water Smart are We Now

3. How Water Smart Do We Want to Be

4. What is Our Water Smart Message

5. Creating a Team Action Plan

Work Session 1:

Setting A Workshop Intention

- Identify Common Goals
- Discuss Opportunities for land use incentives / regulation
- Discuss how to address water waste, enforcement, education
- Identify opportunities to engage with officials, water providers, residents
- Identify opportunities to coordinate across providers
- Identify opportunities to lead by example

Work Session 4: What is Our Water Smart Message

The quality of life in Windsor is highly desirable and inviting.

But our resources, especially water, are limited.

Therefore, to retain Windsor's appeal, the Town needs to continue utilizing our resources more efficiently by transforming our landscapes and eliminating water waste.

By taking action now, we can ensure water remains affordable and available into the future.

Work Session 5: Team Action Plan

Table of Goals

Action Steps

Individual / Department Lead

Partners

Deadlines

Resources Required

Goal 1: Create a turf removal / landscape transformation program for Town Hall & residents who irrigate with potable water

Outcome(s):

- By 2023, from external grants & internal Capital Improvement funding, secure funding for Town demonstration sites/upgrades and resident turf removal incentives**
- Formalize a plan for town property retrofits**
- Draft parameters of turf removal program guidelines**

Goal 2: Include/Enhance water goals in plans: Comprehensive plan, Water Efficiency Plan, Strategic Plan

Outcome(s):

- Incorporate water into the comprehensive plan update (expect that process to be complete by end of 2023 or early 2024).**
- Update the Water Efficiency Plan, incorporate goals related to this workshop like landscape transformation and water waste (expect to be complete by end of 2023)**
- Coordinate planning across the Comprehensive Plan update and the Water Efficiency Plan update.**

Goal 3: Expand resident education and training

Outcome(s):

- Create clear educational resources for residents about basics of where water comes from, water providers, non-pot, etc.**
- Create clear educational resources for residents about how to conserve water.**
- Create clear educational resources for HOAs/Metro Districts to take action on reducing water use.**

Goal 4: Update landscape & irrigation codes / standards

Outcome(s): By 2024, adopt code changes to promote more natural and waterwise landscapes, and water efficiency measures / practices.

Questions?