



Town Board Regular Meeting

March 13, 2023 - 7:00 PM

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

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MINUTES

A. CALL TO ORDER

Mayor Pro Tem Wilson called the meeting to order at 7:00 p.m.

1. Roll Call

Present: Mayor Paul Rennemeyer -Absent
Mayor Pro Tem Barry Wilson
Ron Steinbach
Ken Bennett
Julie Cline
Victor Tallon
Jason Hallett

Also Present: Shane Hale, Town Manager
Kim Emil, Interim Town Attorney
Rick Klimek, Police Chief
John Thornhill, Community Development Director
Dean Moyer, Finance Director
Aaron Lopez, Police Commander
Omar Herrera, Deputy Director of Engineering
Ben Bodiker, Visual Media Coordinator
Karen Frawley, Town Clerk

2. Pledge of Allegiance

Mayor Pro Tem Wilson asked Town Board Member Bennett 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 Tallon seconded the motion. Roll call on the vote resulted as follows; Yeas - Barry Wilson, Ken Bennett, Julie Cline, Victor Tallon, Ron Steinbach; Nays - None; Motion Passed.

4. Proclamation

a. National Developmental Disabilities Awareness Month

Mayor Pro Tem Wilson read the proclamation aloud.

5. Board Liaison Reports

Town Board Member Steinbach - Historic Preservation Commission, Water and Sewer Board

Town Board Member Steinbach reported that the Historic Preservation Commission is working with the Downtown Development Authority to coordinate a historical walk on May 5th to celebrate Historic Preservation Month. There is a preservation plan public meeting scheduled for March 27th at Peculiar Ales located at 301 Main Street at 5:30 p.m.

Town Board Member Steinbach reported that the Water and Sewer Board has an Ad Hoc education committee that is focused on water conservation and is trying to find ways to get out to the community and focus on water conservation issues. The main thing that the board is working on is the development of an industrial wastewater pretreatment program.

Mayor Pro Tem Wilson - Larimer County Behavioral Health Policy Council, 34, and I-25 Coalitions, Great Western Trail Authority

Mayor Pro Tem Wilson reported that there are no updates for any of his boards as they have not met since that last provided update.

Town Board Member Bennett – Parks, Recreation and Culture Advisory Board, Windsor Arts Commission

Town Board Member Bennett reported that the Windsor Arts Commission has not met since the last provided update.

Town Board Member Bennett reported that the Parks, Recreation and Culture Advisory Board held discussions on key performance indicators. Staff held a job fair recently and had an excellent turnout.

Town Board Member Cline – Clearview Library Board, Poudre River Trail Corridor Authority

Town Board Member Cline reported that the Clearview Library Board has not met since the last provided update.

Town Board Member Cline reported that the Poudre River Trail Corridor Authority is going to begin working on a strategic plan at their retreat, which will be held on March 30th. The authority has created new stickers and is working on getting its new fundraising software up and running. The trail-a-thon will be held on Saturday, April 22 at the Poudre Learning Center from 9 a.m. to noon. The cycling without age program will be starting back up in April.

Town Board Member Tallon - Planning Commission, Chamber of Commerce

Town Board Member Tallon reported that the upcoming Planning Commission meeting to be held on Wednesday has been canceled due to a lack of agenda items.

Town Board Member Tallon reported that the Chamber of Commerce has not met since the last provided update.

Town Board Member Hallett - Windsor Housing Authority, Tree Board

Town Board Member Hallett reported that the Windsor Housing Authority has not met since the last provided update.

Town Board Member Hallett reported that the Tree Board will be holding the Arbor Day Celebration at Tozer Elementary on Friday, April 21st from 8:30 to 9:15 a.m. April 10, a proclamation will be on the Town Board agenda. Sick Tree Day will be held on June 27th in lieu of their regular meeting. The tree sale will be held on April 22nd beginning at 10:00 a.m. and will have different types of trees for sale.

Mayor Rennemeyer - Downtown Development Authority, North Front Range MPO

Mayor Rennemeyer was absent and will provide an update at the new board meeting.

6. Public Invited to be Heard

Mayor Pro Tem Wilson opened the meeting up for public comment.

Barbara Eudy from 243 Turnberry Drive addressed the board regarding the DDA's What's Brewing event.

B. CONSENT CALENDAR

1. Approval of the February 27, 2023 Regular Town Board Meeting Minutes - K. Frawley, Town Clerk

Approval of the February 27, 2023 Town Board Regular Meeting minutes.

2. Resolution No. 2023-06 A Resolution Approving and Ratifying the Clearview Library District's Interview Committee Selection Filling Library Board Vacancy Pursuant To Section 4 Of The District's Bylaws

In accordance with Clearview Library District's ("Library District") Bylaws, §4.4.2, the protocols for filling District Board vacancies require that the Town Board is required to ratify the Interview Committee's selections at their next regularly scheduled meeting. The Interview Committee met on March 6, 2023 , and has chosen to appoint Kendra Adams, to fill a vacancy created when a board member resigned to fulfill the remaining three year term expiring in 2025. This Resolution accomplishes the requirements of the Bylaws for ratifying the Interview Committee's selections.

3. Report of Bills - February 2023 - D. Moyer, Director of Finance

Town Board Member Hallett moved to approve the consent calendar as written, Town Board Member Steinbach seconded the motion. Roll call on the vote resulted as follows; Yeas - Barry Wilson, Ken Bennett, Julie Cline, Victor Tallon, Jason Hallett, Ron Steinbach; Nays - None; Motion Passed.

C. BOARD ACTION

1. Ordinance No. 2023-1674 - An Ordinance Amending Certain Portions of Windsor Municipal Code Chapters 4 and 6 to Establish Exemptions from the Town's Sales and Use Tax for Certain Retail Delivery Fees, and Personal Hygiene Products.

This is the second reading of this Ordinance as discussed in the February 6, 2023 work session and passed upon first reading at the February 27, 2023 Town Board meeting. Mayor Pro Tem Wilson opened the meeting up for public comment, to which there was none.

Town Board Member Hallett moved to approve Ordinance No. 2023-1674, Town Board Member Tallon seconded the motion. Roll call on the vote resulted as follows; Yeas - Barry Wilson, Ken Bennett, Julie Cline, Victor Tallon, Jason Hallett, Ron Steinbach; Nays - None; Motion Passed.

2. Resolution No. 2023 - 07 - A Resolution Authorizing the Assignment of the Town of Windsor's Private Activity Bond Allocation for 2023 to the Loveland Housing Authority of the City of Loveland, Colorado; Providing Other Details in connection therewith; and Providing an Effective Date

Enclosed is the Resolution to assign the Town of Windsor's 2023 Private Activity Bond

Allocation (PAB) of \$2,119,774 to the Loveland Housing Authority. The assigned allocation will be used to issue bonds to support low-income housing. A representative from the Loveland Housing Authority will be attending the meeting to further explain the purpose of the request to use the Town of Windsor PAB allocation for 2023.

Town Board Member Bennett moved to approve Resolution No. 2023-07, Town Board Member Hallett seconded the motion. Roll call on the vote resulted as follows; Yeas - Barry Wilson, Ken Bennett, Julie Cline, Victor Tallon, Jason Hallett, Ron Steinbach; Nays - None; Motion Passed.

D. COMMUNICATIONS

1. Communications from Town Attorney

Per Ms. Emil, she will be out of the office on Thursday and Friday this week due to a death in the family.

2. Communications from Town Staff

a. Financial Report for December 2022 - D. Moyer, Director of Finance

b. SH 257 & Eastman Park Dr. Intersection Project Update

On March 2, 2023, the Town received two construction bids for the State Highway 257 and Eastman Park Drive Intersection Improvements project. The apparent low bidder was Jalisco International, Inc.. Their bid came in at \$6,993,594, which is approximately \$1.11M above the engineers' estimate.

Per Mr. Herrera, there were two bids submitted for this project and the low bid was a little under seven million. The issue with that is it put us at roughly \$1.1 million over the engineer's estimate. As staff evaluated the bids, some things that stood out were concrete and asphalt paving prices were about ten to thirteen percent higher than expected. The traffic signal equipment came in thirty to thirty-three percent higher than expected and the total project cost is coming in at around \$7.4 million and the budget was roughly around \$5.9 million. Staff has identified \$2 million that can be repurposed to help cover the funding gap from the Crossroads and Colorado Blvd. roundabout construction. The project was planned to start in the latter half of this year, but it can be pushed into next year.

3. Communications from Town Manager

Per Mr. Hale, the monthly board report was included in the packets.

a. Monthly Board Report - Focus Area Updates

1. Strategic Growth

The Planning Advisory Committee held its second meeting on February 7, 2023, discussing the pros and cons of the existing 2016 Comprehensive Plan and the structure of the plan itself. Staff continues to investigate minor improvements to the Town's 4th Street property to allow it to be used for Comprehensive Plan Update meetings and a public open house charrette the week of April 3, 2023.

2. Sustainable Infrastructure

The design for the widening and improvement of Harmony Road from CR15 to SH

257 is approximately 30% complete.

Regarding the SH 257 pavement resurfacing project, CDOT is currently working on construction drawings with an anticipated advertisement for bid date in March or April of 2023.

The HWY 392 widening west of Colorado Blvd design is approximately 40% complete. Staff worked with a team of consultants to prepare an application for the RAISE Grant for the amount of \$25 million. The application was submitted on February 24, 2023.

The design for the traffic flow improvements for the SH392/SH257 intersection is approximately 30% complete.

3. Vibrant and Healthy Economy

Staff is still working with the Windsor Chamber and Downtown Development Authority (DDA) for a lodging tax as a funding source to promote tourism. Staff met with the Future Legends Sports Park (FLSP) team at the end of January. Broe Real Estate has hired a retail consultant for Windsor Village. Staff will work with the new DDA Director to continue to identify tourism/visitor opportunities for Downtown Windsor.

Transportation and connections are ongoing projects on which staff will continue to work with interested parties around FLSP and the surrounding area for transportation options and infrastructure.

4. Communications from Town Board

Per Town Board Member Cline, the high school boy's basketball team did not make it to the state finals. the girl's high school basketball team made it to the finals but did not win the game.

Mr. Hale offered a reminder of Coffee with the Mayor to be held on Friday at 10:00 a.m. at the Community Recreation Center.

E. ADJOURN

Town Board Member Hallett moved to adjourn, Town Board Member Tallon seconded the motion. Roll call on the vote resulted as follows; Yeas - Barry Wilson, Ken Bennett, Julie Cline, Victor Tallon, Jason Hallett, Ron Steinbach; Nays - None; Motion Passed.

Upon a motion duly made, the meeting was adjourned at 7:39 p.m.



Karen Frawley, Town Clerk