



**TOWN BOARD
REGULAR MEETING**

**March 12, 2018 // 5:30 p.m. // Town Board Chambers
301 Walnut Street, Windsor, CO 80550**

MINUTES

A. CALL TO ORDER

Mayor Melendez called the meeting to order at 5:31 p.m.

1. Roll Call

Mayor
Mayor Pro Tem

Kristie Melendez
Myles Baker -Absent
Cindy Scheuerman
Ken Bennett
Paul Rennemeyer
Ivan Adams

Also Present: Acting Town Manager/ Town Clerk
Town Attorney
Assistant Town Attorney
Communications/Assistant to Town Manager
Director of Finance
Director of Parks, Recreation and Culture
Director of Human Resources
Director of Economic Development
Senior Planner
Senior Planner
Chief Planner
Police Chief
Deputy Town Clerk

Patti Garcia
Ian McCargar
Kim Emil
Kelly Houghteling
Dean Moyer
Eric Lucas
Sherilyn Gourley
Stacy Johnson
Paul Hornbeck
Millissa Berry
Carlin Malone
Rick Klimek
Amanda Mehlenbacher

B. EXECUTIVE SESSION

An executive session pursuant to Colorado Revised Statutes § 24-6-402 (4)(e)(I) for the purpose of determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators with respect to the use of public funds for redevelopment of the Windsor Mill and Elevator property. (Stacy Johnson, Patti Garcia, Ian McCargar, invited guests)

Mayor Melendez stated for the record “ The Windsor Town Board is considering a similar motion this evening. The tension of two boards is to convene a joint executive session for the purpose of giving their negotiators clear and consistent instructions with respect to public funding for redevelopment of the Windsor Mill and Elevator building property. Although a joint executive session is unusual, Colorado law does not prohibit it. In this case a joint executive session reflects the statutory inter-relationship between the Town and the DDA (Downtown Development Authority).

Each entity has an interest in redevelopment of this property in a manner consistent with their mutual objectives for promoting economic vitality in the downtown area.

Town Board Member Rennemeyer moved to go into an executive session pursuant to Colorado Revised Statutes §§ 24-6-402 (4)(e)(I) and (4) (b) for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators; with respect to the use of public funds for redevelopment of the Windsor Mill and Elevator property.(Ian McCargar, Patti Garcia, Stacy Johnson and invited guests); Town Board Member Scheuerman seconded the motion. Roll call on the vote resulted as follows: Yeas – Scheuerman, Bennett, Melendez, Rennemeyer, Adams; Nays- None; Motion passed.

The Windsor Downtown Development Authority conducted their own roll call and went into executive session.

Upon returning to the regular meeting, Mayor Melendez advised that if any participants in the Executive Session believed the session contained any substantial discussion of any matters not included in the motion to convene the Executive Session, or believed any improper action occurred during the Session in violation of the Open Meetings Law; such concerns should now be stated. Hearing none, the Regular Meeting resumed at 7:01 p.m.

- A.**
1. Pledge of Allegiance
Town Board Member Bennett led the pledge of allegiance.
 2. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration by the Board
Town Board Member Rennemeyer moved to strike item E. from the agenda and approve as amended; Town Board Member Adams seconded the motion. Roll call on the vote resulted as follows: Yeas – Scheuerman, Bennett, Rennemeyer, Adams, Melendez; Nays- None; Motion passed.
 3. Introduction of New Employees to the Board – S. Gourley
Aaron McConnaughey – Police Officer
Natalie Cuellar – Community Service Officer
Natasha Drtina – Community Service Officer
Corrine Millington – IT Manager
Aaron Walker – Parks Maintenance Technician
Cole Bennington – Parks Maintenance Operator
Robert Worthen - Parks Operations Manager
Matthew Lee - Recreation Coordinator-Athletics
 4. Proclamation - National Intellectual/Developmental Disabilities Awareness Month
Mayor Melendez read the Proclamation for Intellectual/Developmental Disabilities Awareness Month.

Vincent Scott the father of Jack Scott, a student at Windsor Middle School, approached the Board and thanked the Mayor for the proclamation. Mr. Vincent Scott serves on the Board of Directors for the Arc of Weld County, an organization that preserves and protects the rights of IDD (Intellectual Developmental Disabilities) children and adults. Mr. Scott extended an invitation to the Board and their families to attend an open house on March 20, 2018 for the Arc of Weld County as well as Film Festival on March 28, 2018 located at the Kress Theater in Greeley.

5. Board Liaison Reports

- Mayor Pro Tem Baker – Parks, Recreation & Culture Advisory Board; North Front Range/MPO alternate
Mayor Pro Tem Baker - Absent
- Town Board Member Scheuerman – Water & Sewer Board; Clearview Library Board
Town Board Member Scheuerman reported the Clearview Library has not met since last meeting.
Town Board Member Scheuerman reported the Water & Sewer Board will conduct a special meeting March 21, 2018 at 6:30am.
- Town Board Member Bennett – Planning Commission; Windsor Housing Authority
Town Board Member Bennett reported the Windsor Housing Authority will meet next Tuesday afternoon.
Mr. Bennett reported the Planning Commission met last Wednesday and discussed a site plan for Burger King and conducted the public hearing for The Ridge at Harmony Road, both are included on tonight's agenda.
- Town Board Member Rennemeyer – Historic Preservation Commission; Great Western Trail Authority; Chamber of Commerce
Town Board Member Rennemeyer had no report
- Town Board Member Adams – Tree Board; Poudre River Trail Corridor Board
Town Board Member Adams had no report
- Mayor Melendez – Downtown Development Authority; North Front Range/MPO
Mayor Melendez reported that the Downtown Development Authority has not met since last meeting.
Mayor Melendez reported that the North Front Range/MPO met March 1, 2018. A report was given from the Air Pollution Control Division within the Colorado Department of Public Health and Environment. The division reported that the State's effort to reduce greenhouse gas emissions among those efforts includes:
 - Revising the Colorado Climate Plan to refine the states strategies for mitigating and adapting to the efforts of climate change.
 - Goal of 940,000 electric vehicles in the state by 2030
 - Reduce carbon dioxide emissions from the electricity sector 25% by 2025 and 35% by 2030The division also briefed the commission on the forecast of the high ozone days and encourages voluntary ozone reduction measures. Further, the commission received a RAQC (Regional Air Quality Council) report from EPA (Environmental Protection Agency) Regional

Administrator, Doug Benevento. Mayor Melendez elaborated on the report and stated she would like to see the Town of Windsor participate in the Mow Down Pollution – Lawnmower Exchange Program which includes the replacement of gasoline-powered commercial lawn and garden equipment with battery or propane powered equipment. Mayor Melendez concluded by stating the North Front Range/ MPO granted a request from the Town of Eaton to expedite their 5th Street and Union Pacific Railroad Crossing improvement project.

6. Public Invited to be Heard

Mayor Melendez opened the meeting up for public comment

Miss Rodeo Colorado 2018, Alex Hyland, 37770 Jaz Rd. Windsor, CO., approached the Board and thanked them for the reimbursement of her fundraiser in February which took place at the Windsor Recreation Center.

B. CONSENT CALENDAR

1. Minutes of the February 26, 2018 Regular Meeting – A. Mehlenbacher
 2. Resolution No. 2018-24 – A Resolution Making Certain Findings of Fact Concerning the Thornton Farm 24 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, with Regard to the Thornton Farm 24 Annexation – City of Thornton, applicant/ Kevin Woods, City Manager and Mark Koleber, Water Project Director, applicant’s representative – M. Berry
 3. Resolution No. 2018-25 - A Resolution of the Town Board of the Town of Windsor, Colorado Authorizing the Town Clerk to Appoint Election Judges of Election for the Regular Election to be Held on Tuesday, April 3, 2018 – P. Garcia
 4. Resolution No. 2018-26 – A Resolution Approving and Accepting a Deed of Easement and Right of Way from Knievel and Cook for a Twenty-Four Inch Water Line – O. Herrera
 5. Report of Bills for February 2018 – D. Moyer
- Town Board Member Scheurman moved to approve the consent calendar as presented; Town Board Member Bennett seconded the motion. Roll call on the vote resulted as follows: Yeas – Scheurman, Bennett, Rennemeyer, Adams, Melendez; Nays- None; Motion passed.**

C. BOARD ACTION

1. Site Plan Presentation – River Valley Crossing Subdivision 1st Filing Lot 4 – Burger King Restaurant – Joe Lukas of Lukas Family, LP, owner/applicant; Ric Hattman of Hattman Associates, applicant’s representative
 - Staff presentation: Millissa Berry, Senior Planner

The owner/applicant, Mr. Joe Lukas, Lukas Family LP, represented by Mr. Ric Hattman of Hattman Associates, is proposing a new site development in the River Valley Crossing 1st Filing Subdivision. The site of the proposed Burger King Restaurant is located at the southwest corner of Main and 16th Streets and

directly east of the Christian Brothers Automotive site. The site is zoned General Commercial (GC) and is located adjacent to other GC zoned properties.

Overall development characteristics include:

- total lot area of 1.3 acres
- approximately 43% landscaped area
- 3,443 square foot building
- 41 parking stalls (25 required)
- access from a private drive off of 16th Street

Building characteristics include:

- building facades
 - brick with an accent brick wainscot
 - vintage wood cement fiber board
- accent materials
 - ceramic tile around main entry
 - metal awnings
- colors: mix of tans for field with red and aluminum accents
- building height of 18'
- a flat roof with varied roofline
- drive-thru

Additional site details can be seen in the enclosed staff PowerPoint.

The current presentation is intended for the Town Board's information. Should the Town Board have any comments or concerns pertaining to this project, please refer such comments to staff during the presentation so that they may be addressed during staff's review of the project. The site plan will be reviewed and approved administratively by staff; however, if the project reviews process reveals issues that cannot be resolved between the applicant and staff, the site plan will be brought back to the Planning Commission and Town Board for review.

Additionally, the site plan was reviewed by the Planning Commission at its March 7, 2018 regular meeting.

No recommendation, as this item is for presentation purposes.

Town Board Member Bennett expressed his concern regarding the west elevation and its lack of appeal. Mr. Bennett inquired about the type of landscaping along the surrounding area.

Ms. Berry stated that Christian Brothers Automotive will be located directly to the west with a mix of shade trees and evergreen to obstruct the view of the west elevation.

Mayor Melendez inquired about the north elevation and if an entrance will be located near the drive-through.

Ms. Berry responded that the main entrance will be located on the south elevation as well as the east elevation

2. Ordinance No. 2018-1557 - An Ordinance of the Town Board of the Town of Windsor, Colorado, Approving the Service Plan for Ptarmigan West Metropolitan

District Nos. 1-3, and Authorizing the Execution of an Intergovernmental Agreement Between the Town and the Districts

Super Majority vote on required on Second Reading

- Second reading
- Legislative action
- Staff presentation: Ian McCargar, Town Attorney

The Ptarmigan West Metropolitan Districts No's. 1-3 propose to organize and serve the land area controlled by Tom Muth at the northeast corner of I-25 and State Highway 392. The Districts' counsel has worked closely with the Town's Metropolitan District Special Counsel, Carolyn Steffl, to adhere closely to the Town's Model Service Plan. Ms. Steffl's Memorandum dated February 20, 2018, provides the legal details regarding the proposed service plan for these proposed new districts.

Given that the Districts have adhered closely to the Town's Model Service Plan, Ms. Steffl is recommending approval.

Staff recommends the Town Board adopt Ordinance No. 2018-1557; super-majority vote required on second reading.

Mayor Melendez asked if anyone in the audience wished to speak on this matter. There was none

Town Board Member Rennemeyer moved to approve Ordinance No. 2018-1557 – An Ordinance of the Town Board of the Town of Windsor, Colorado Approving the Service Plan for Ptarmigan West Metropolitan District Nos. 1-3, and Authorizing the Execution of an Intergovernmental Agreement Between the Town and the Districts; Town Board Member Bennett seconded the motion. Roll call on the vote resulted as follows: Yeas – Scheuerman, Bennett, Rennemeyer, Adams, Melendez; Nays- None; Motion passed.

3. Public Hearing – Final Major Subdivision Plat – The Ridge at Harmony Road 2nd Filing – Jeff Mark, The Landhuis Company, applicant
 - Quasi-judicial
 - Staff presentation: Paul Hornbeck, Senior Planner

Town Board Member Adams moved to open the public hearing; Town Board Member Scheuerman seconded the motion. Roll call on the vote resulted as follows: Yeas – Scheuerman, Bennett, Rennemeyer, Adams, Melendez; Nays- None; Motion passed.

Mr. Bennett stated, "Madam Mayor, for the record I would like to disclose 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 during the Planning Commission proceedings has 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 that is presented during this public hearing."

The applicant, Mr. Jeff Mark of The Landhuis Company, has submitted a final major subdivision plat, known as The Ridge at Harmony Road 2nd Filing. The subdivision encompasses approximately 283 acres and is zoned Residential Mixed Use (RMU).

Final Plat characteristics:

- 252 single-family residential lots;
- Average lot size of 7,461 square feet;
- Town of Windsor park site to be dedicated with this plat = 3.4 acres
- RE-4 school district site school site to be dedicated with this plat = 10 acres
- 16 acres of public right-of-way dedication
- 4 future development tracts = approximately 164 acres;
- 7 open space tracts for drainage, utilities, and access = 35 acres
- 10 acre tract for oil & gas development
- Offsite improvements will include widening of Harmony Road to four lanes with a landscaped median and improvements to Weld County Road 13

The applicant held a neighborhood meeting on April 18, 2017 in accordance with Chapter 16, Article XXXI of the Municipal Code. There were approximately ten neighbors in attendance. Please see the enclosed neighborhood meeting notes for discussion topics and responses.

At their March 7, 2018 meeting, the Planning Commission forwarded to Town Board a recommendation of approval, subject to the following conditions:

1. Applicant shall enter into a development agreement with the Town prior to recording of the subdivision plat
2. All outstanding staff comments on subdivision plat, improvement drawings, and related documents shall be addressed prior to recording of the subdivision plat

Staff requests that the following be entered into the record:

- Application and supplemental materials
- Staff memorandum and supporting documents
- All testimony received during the public hearing
- Recommendation

Mayor Melendez asked if there were any questions from Town Board members

Town Board Member Scheuerman inquired as to the future location of the park, school and oil and gas development sites.

Mr. Hornbeck displayed the location of the purposed development sites on the subdivision plat.

Town Board Member Bennett inquired about what section of Harmony that will be expanded to four lanes.

Mr. Hornbeck indicated that it will be the entire mile long section associated with the frontage road which may be phased with the 2nd and 3rd filings.

Mr. Bennett inquired about the improvements to County Road 13 and if there are plans to add a traffic light.

Mr. Hornbeck stated that Weld County Road 13 has been improved from the previous development; however, they are adding a turn lane for access. The Town of Timnath is currently working to add a traffic light to Weld County Road 13 and Harmony Road.

Mayor Melendez stated that within the packet there were questions from homeowners from the neighborhood meeting regarding bike lanes and additional trail options around County Road 13. Ms. Melendez asked if those questions have been addressed.

Mr. Hornbeck responded that there is a trail proposal along the length of Harmony Road as well as internal connections that provide access to the school and park sites.

Mayor Melendez asked if anyone in the audience wished to speak on this matter. There was none.

Mayor Melendez asked if the applicant had anything further to add. Jeff Mark of The Landhuis Company, 519 Prospect Drive, Castle Rock, CO, clarified that the first filing located to the north of the second filing consisted of 420 residential lots zoned RMU (Residential Mixed Use). Mr. Mark stated that filing two will include removing all chip seal from County Road 13 and paving from Harmony Road north to County Road 76. Improvements along Harmony Road will consist of widening along the frontage and partnering with the Town of Windsor to complete the full four-lane build out.

Town Board Member Rennemeyer inquired if the future location for oil and gas happens to have any fixtures there currently or if it would become a development.

Mr. Mark responded that there is a Surface Use Agreement with Anadarko as an oil and gas site was not given to them on first filing, therefore, it was required by State Statute that they receive the purposed 10 acer site.

Mr. Rennemeyer inquired as to what Anadarko's intentions would be for the site.

Mr. Mark presumed horizontal wells.

Town Board Member Adams requested clarification on the number of units for the purposed subdivision.

Mr. Mark responded 252 single family units.

Mayor Melendez inquired if all the lots have been sold for the first filing.

Mr. Mark responded that all lots have been sold and over half are under construction or fully built.

Mayor Melendez inquired if there will be a turning lane into Duncroft Drive off of Weld County Road 74.

Mr. Mark stated that it will be a full access movement intersection.

Mr. Hornbeck added that it is being planned to accommodate a future traffic light.

Mayor Melendez asked if the record is complete.

The record is complete per Mr. McCargar

Mayor Melendez asked for a motion to close the public hearing.

Town Board Member Bennett moved to close the public hearing; Town Board Member Rennemeyer seconded the motion. Roll call on the vote resulted as follows: Yeas – Scheuerman, Bennett, Rennemeyer, Adams, Melendez; Nays- None; Motion passed.

4. Resolution No. 2018-27 – A Resolution Approving the Final Major Subdivision Plat for The Ridge at Harmony Road 2nd Filing – Jeff Mark, The Landhuis Company, applicant
 - Quasi-judicial
 - Staff presentation: Paul Hornbeck, Senior Planner

Mayor Melendez asked if there was anything further to report.
Mr. Hornbeck stated no.

Mayor Melendez asked if there were any questions from Town Board members.
There was none.

Mayor Melendez asked for a motion.

Town Board Member Rennemeyer moved to approve Resolution No. 2018-27– A Resolution Approving the Final Major Subdivision Plat for The Ridge at Harmony Road 2nd Filing; Town Board Member Adams seconded the motion. Roll call on the vote resulted as follows: Yeas – Scheuerman, Bennett, Rennemeyer, Adams, Melendez; Nays- None; Motion passed.

5. 7th & Crossroads Roundabout Landscape Design
 - Staff Presentation: Eric Lucas, Director of Parks, Recreation & Culture

In early October of 2017, a small working group representing the Town of Windsor began working with representatives from Raindance to discuss the possibility of substituting artwork of some form in place of some of the proposed landscape designs at both roundabouts on Crossroads. The group met twice and viewed drawings that we believe would be acceptable to the developer and Town Board.

The Town Board met January 8, 2018 in a work session to discuss the landscaping of both roundabouts. The Board approved the design of the Raindance roundabout (developer built) and asked staff to perform some value engineering of the landscaping in the 7th & Crossroads roundabout (Town constructed). Staff has completed the value engineering and will present three options for the Board to select from.

The options that will be presented and associated costs are listed below:

- *Option # 1:* \$70,000 with associated look identical to roundabout at 7th & Eastman Park Drive.

- *Option #2*: \$85,076 with value engineered look nearly identical to option #3 just fewer plants/trees. (see attachment C.5.d) Please note the highlighted staff reductions and modifications.
- *Option #3*: \$106,565 with associated look identical to what was shared by staff at work session on 1/8/2018 (see attachment C.5.b & C.5.c)

Staff is recommending *Option #2* based on a desire to continue the theme of improved aesthetic looks in our Town entryway corridors.

The Town Board discussed the options available and the financial impact it would have on the capitol budget as well as what it would take to maintain the roundabout. The Town Board unanimously agreed to move forward with option #2.

6. Resolution No. 2018-28 – A Resolution Approving an Increase in Fees for the Commercial Use of the Town of Windsor’s Brush Recycling Facility, Effective April 1, 2018

- Legislative action
- Staff Presentation: Eric Lucas, Director of Parks, Recreation & Culture

At a recent Town Board work session on February 26, 2018 Directors from both Public Works and Parks, Recreation & Culture Departments discussed the need to relocate the current brush and recycling center at Diamond Valley Park due to the soon to commence expansion at the park as well as the cost of performing the brush & recycling service.

Staff shared with the Board that the brush and recycling site lost \$26,661 in 2017 and due to anticipated increases in the grinding of the brush we were expecting the financial impact to be a projected loss of \$66,114 in 2018. In an effort to reduce the projected net loss of doing business staff advocated for a variety of options that varied from fee increase to discontinuing brush collection altogether.

After significant discussion, the Board directed staff to provide a recommended increase in fees for commercial recycling and to leave the resident fee unchanged. Based on this direction, staff researched surrounding communities to determine what they are charging for commercial brush recycling.

Surrounding Commercial / Residential Brush Recycling Rates:

- Windsor 2017 Rate: \$7 per cubic yard Commercial / \$3 Resident
- Hageman: Requires a quote and based on weight for commercial. Pickup truck costs \$10.25
- Larimer County: Commercial based on weight. Resident pickup truck costs \$18
- Loveland: Unable to locate commercial costs. Residents are \$8 per month curbside
- Greeley: No Commercial. Resident pay between \$5 -\$15 depending on the type of material.

Given that we have no scales in place at this time to weigh deliveries (staff estimates the size of each commercial load), and the cost that neighboring communities charge residents it is quite apparent that our commercial rates are very low. In 2017 we collected 19,000 cubic yards of brush for recycling. We

estimate that 50% of the brush pile or 9,500 cubic yards was delivered via commercial operators. Given the desire by staff to achieve the following three objectives:

1. Maintain 2017 pricing for residential brush recycling.
2. Reduce or maintain the monetary loss (\$26,661), we are currently experiencing in brush recycling.
3. Reduce the size of the brush pile.

Staff will be recommends that we double the 2018 commercial brush fees to \$14 per cubic yard and leaving the residential rate at \$3 per load (goal #1). As noted in the previous work session, if commercial recycling ceased to exist we should expect to lose \$30,604 in 2018. While we do not anticipate all commercial recycling to end, we do expect that due to the recommended fee increase we will see commercial recycling decrease. This should result in a smaller brush pile (goal #3), which will result in a smaller amount of brush to be ground (goal #2). If commercial recycling does not decrease we will see our revenue increase proportionately. Because we have no way to accurately determine how much brush is in a commercial load it is impossible to accurately determine the exact impact.

Staff will need to be well versed in load estimating as it is imperative that we accurately charge commercial users. Failure to accurately estimate could result in increasing our net loss in this service operation.

Staff is recommending that commercial brush recycling fees be increased to \$14 per cubic yard and adoption of Resolution 2018-28.

Mayor Melendez expressed her concern over the resolution as presented and would not support it in its current configuration. It was suggested that the residential fees be increased from \$3.00 per load to \$6.00 and commercial fees be increased from \$7.00 per cubic yard to \$14.00. Discussion revolved around cash transaction options as well as making the price range affordable while still allowing citizens to have a local service. After much deliberation the Town Board agreed to increase the price for residential from \$3.00 per load to \$5.00 and increase commercial from \$7.00 per cubic yard to \$15.00. Mr. McCargar re-printed the current resolution to reflect the amendment.

Town Board Member Scheuerman moved to approve the revised version of Resolution No. 2018-28 as presented; Town Board Member Bennett seconded the motion. Roll call on the vote resulted as follows: Yeas – Scheuerman, Bennett, Rennemeyer, Adams, Melendez; Nays- None; Motion passed.

7. Resolution No. 2018-29 - A Resolution Appropriating Additional Sums Of Money To Defray Expenses In Excess Of Amounts Budgeted For The Town Of Windsor, Colorado, For 2017
 - Legislative action
 - Staff presentation: Dean Moyer, Director of Finance

Each year at the end of the year we do a supplemental budget as a housekeeping measure to adjust the previous year's budget. When developing

the 2017 budget we included everything we could foresee happening during 2017, based on the information we had at the time. During the course of 2017 operations, several events occurred that we did not foresee while preparing the 2017 budget. We have a few adjustments we must now make in order to keep our budget in compliance with State budget law and auditor requirements.

- *Development agreements:* In the course of 2017 operations, we took final acceptance of infrastructure and raw water dedication that was constructed by developers in various subdivisions. To properly account for these transactions, we need to record both revenue and an expense for the dollar value of the improvements or the shares of water. If the expenditure side of the equation causes us to exceed our budgeted amounts for 2017; we will be in violation of State Budget laws, even though no money changed hands. To prevent this we need to adopt a supplemental budget to account for these transactions. The costs of the infrastructure are from the development agreements. The enclosed chart details the total infrastructure we have taken final acceptance from developers as well as shares of water we have accepted as dedication totaling \$10,211,819.35.
- *Line Item Adjustments:* These are items that changed during the course of 2017. As we said in the course of the year, our revenues exceeded our budget projections. Also we added some projects or increased the scope of existing projects as money was available. These are addressed individually by fund.

Per Mr. Moyer, Resolution No. 2018-29 is a housekeeping item for the 2017 budget. Building permits drove the increase in park and water tap fees collected. In regards to expenditures, some took longer than expected, some cost more than expected and some came up through the year that were not planned. The Town of Windsor also received dedicated shares of raw water and final acceptance of infrastructure from developers. Resolution 2018-29 is adjusting the original adopted budget to reflect the changes during the year and keeping Windsor in compliance with the state budget law.

Staff recommends the approval of the 2017 Supplemental Budget as presented.

Mayor Melendez asked if there were any questions from Town Board members. There was none

Town Board Member Rennemeyer moved to approve Resolution No. 2018-29— - A Resolution Appropriating Additional Sums Of Money To Defray Expenses In Excess Of Amounts Budgeted For The Town Of Windsor, Colorado, For 2017; Town Board Member Adams seconded the motion. Roll call on the vote resulted as follows: Yeas – Scheurman, Bennett, Rennemeyer, Adams, Melendez; Nays- None; Motion passed.

8. Financial Report January 2018

- Staff presentation: Dean Moyer, Director of Finance

Mr. Moyer gave an overview of the financial report that was included in packet material.

D. COMMUNICATIONS

1. Communications from the Town Attorney
None
2. Communications from Town Staff
None
3. Communications from the Town Manager
Ms. Garcia stated that ballots were unable to be mailed out until March 13, 2018, as the company that prints the ballots experienced a power outage.
4. Communications from Town Board Members
Mayor Melendez wished to remind everyone of "Coffee with the Mayor" which will be held from 7:30a.m. - 9:00a.m. March 17, 2018 at the Safeway Starbucks.

Town Board Member Rennemeyer stated that the residents at Columbine Commons located at 1475 Main Street, has expressed concern with the short timing of the crosswalk located at Main Street and 15th Street.

Ms. Garcia requested their information in order to follow up regarding their concern.

E. ADJOURN

Town Board Member Rennemeyer moved to adjourn; Town Board Member Scheuerman seconded the motion. Roll call on the vote resulted as follows: Yeas – Scheuerman, Bennett, Rennemeyer, Adams, Melendez; Nays-None; Motion passed.

The meeting was adjourned at 8:43p.m.



Amanda Mehlenbacher, Deputy Town Clerk