



**TOWN BOARD  
REGULAR MEETING**

**August 27, 2018 // 7:00 p.m. // Town Board Chambers  
301 Walnut Street, Windsor, CO 80550**

**MINUTES**

**A. CALL TO ORDER**

Mayor Melendez called the meeting to order at 7:02 p.m.

**1. Roll Call**

Mayor  
Mayor Pro Tem

Kristie Melendez  
Ken Bennett  
Myles Baker  
Barry Wilson  
Paul Rennemeyer

Absent - Thomas Jones  
David Sislowski

Also Present: Town Manager  
Town Attorney  
Assistant Town Attorney  
Communications/Assistant to Town Manager  
Director of Economic Development  
Director of Parks, Recreation and Culture  
Chief of Police  
Director of Finance  
Economic Development Specialist  
Town Clerk

Shane Hale  
Ian McCargar  
Kim Emil  
Kelly Houghteling  
Stacy Miller  
Eric Lucas  
Rick Klimek  
Dean Moyer  
Jill Young  
Krystal Eucker

**2. Pledge of Allegiance**

Town Board Member Baker led the pledge of allegiance.

**3. 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 approve the agenda as presented, Town Board Member Wilson seconded the motion. Roll call on the vote resulted as follows: Yeas – Baker, Wilson, Bennett, Rennemeyer, Sislowski, Melendez; Nays-None; Motion passed.**

**4. Board Liaison Reports**

- Town Board Member Baker – Tree Board, Historic Preservation Commission  
Town Board Member Baker reported the Tree Board will meet on August 28, 2018 at 5:00 p.m.
- Town Board Member Wilson – Parks, Recreation & Culture Advisory Board; Poudre River Trail Corridor Board  
Town Board Member Wilson reported the Harvest Festival will be this upcoming weekend. The Main Park playground equipment is delayed and will be ready the second week in September.

Mr. Wilson gave a reminder of the Party on the Poudre event is being held on September 12, 2018 and tickets are \$35.

- Mayor Pro Tem Bennett – Water & Sewer Board  
Mayor Pro Tem Bennett reported the Housing Authority is ready to present the master plan to the Planning Commission for the new senior housing on September 5, 2018. The plan calls for 123 new units and the name of the project will be Golden Meadows. The Governor’s Farm purchase is still a possibility. Various foundations have been contacted around northern Colorado seeking funding for an emergency generator.
- Town Board Member Rennemeyer – Chamber of Commerce  
Town Board Member Rennemeyer reported he attended the new teachers breakfast; the school district welcomed 60 new teachers this school year.
- Town Board Member Jones – Windsor Housing Authority; Great Western Trail Authority  
Town Board Member Jones – Absent
- Town Board Member Sislowski –Clearview Library Board; Planning Commission  
Town Board Member Sislowski reported the Library Board will meet on August 30, 2018.
- Mayor Melendez – Downtown Development Authority; North Front Range/MPO  
Mayor Melendez has no report.  
Mayor Melendez reported the Downtown Development Authority(DDA) has kicked off the wayfinding sign study and community outreach has begun. There will be more community outreach events in October and November for the citizens to give input on what signage they are wanting around town. The DDA should be closing on backlot property in early September. The Mill will be moving forward in early October.

5. Public Invited to be Heard

Mayor Melendez opened the meeting up for public comment to which there was none.

B. **CONSENT CALENDAR**

1. Minutes of the August 13, 2018 Regular Meeting – Krystal Eucker
2. Resolution No. 2018-80 – A Resolution Accepting a Deed of Dedication for Right-of-Way and Ratifying the Mayor’s Prior Signature Thereon – Kimberly A. Emil  
**Town Board Member Sislowski moved to approve the consent calendar as presented. Mayor Pro Tem Bennett seconded the motion. Roll call on the vote resulted as follows: Yeas – Baker, Wilson, Bennett, Rennemeyer, Sislowski, Melendez; Nays- None; Motion passed.**

C. **BOARD ACTION**

1. Resolution No. 2018-81 – A Resolution Approving an Agreement for Economic Incentives Between the Town of Windsor and Vestas Blades America, Inc.
  - Legislative

- Staff presentation: Jill Young, Economic Development Specialist

Per Ms. Young, Vestas has requested an incentive to upgrade equipment for the facility. The total project cost is approximately \$27 million which will retain 1103 employees and add an additional 100 new jobs. The equipment purchase will allow the facility to keep up with current demands and help the company remain competitive within the company's world-wide structure.

Vestas is requesting a 50% personal property tax rebate on the equipment upgrade for a period of three years. The total personal property tax income over three years would be approximately \$115,860.00 and the 50% refund would total approximately \$57,930.00. This incentive would have no effect on the Economic Incentive Fund Balance.

Staff requests approval of Resolution No. 2018-81.

**Town Board Member Rennemeyer moved to approve Resolution No. 2018-81. Town Board Member Wilson seconded the motion. Roll call on the vote resulted as follows: Yeas – Baker, Wilson, Bennett, Rennemeyer, Sislowski, Melendez; Nays-None; Motion passed.**

2. Resolution No. 2018-82 – A Resolution Approving an Agreement for Economic Incentives Between the Town of Windsor and Hexcel Corporation
  - Legislative
  - Staff presentation: Jill Young, Economic Development Specialist

Per Ms. Young, Hexcel has requested an incentive to add equipment to the facility. The total project cost is approximately \$20 million which will retain 40 jobs and add an additional 50 new jobs. The equipment purchase will allow the facility to keep up with changing market conditions and they will be able to diversify their customer base.

Hexcel is requesting a 50% personal property tax rebate on the new equipment for a period of 10 years. The total personal property tax income over three years would be approximately \$386,018.00 and the 50% refund would total approximately \$193,000.00. This incentive would have no effect on the Economic Incentive Fund Balance.

Staff requests approval of Resolution No. 2018-82.

**Town Board Member Rennemeyer moved to approve Resolution No. 2018-82. Town Board Member Baker seconded the motion. Roll call on the vote resulted as follows: Yeas – Baker, Wilson, Bennett, Rennemeyer, Sislowski, Melendez; Nays-None; Motion passed.**

3. Resolution No. 2018-83 – 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
  - Legislative action
  - Staff presentation: Rick Klimek, Chief of Police

Chief Klimek informed the Board that Resolution No. 2018-83 is reauthorizing an intergovernmental agreement with the school district in reference to the School Resource

Officer (SRO). There is currently one SRO that serves all the schools in Windsor except for the charter school.

Staff recommends approval of Resolution No. 2018-83 as presented.

Mr. Baker inquired if there will be added officers in the future as schools are added to the district or will the one officer be able to get to all the schools.

Chief Klimek stated there will be requests for additional SRO's for the existing schools in the future. The SRO does not service the Severance schools or Charter schools.

Mr. Hale stated the school superintendent and an individual from the school board will be at a future work session to update the Board and request additional SRO's.

Mr. Baker inquired as to who will serve Severance.

Chief Klimek reported the Severance Police Department or the Weld County will service those schools.

Mr. Rennemeyer inquired if this agreement is for the upcoming 2018-2019 school year.

Chief Klimek stated it is for the upcoming school year and the SRO will be Officer Stanger.

**Mayor Pro Tem Bennett moved to approve Resolution No. 2018-83. Town Board Member Rennemeyer seconded the motion. Roll call on the vote resulted as follows: Yeas – Baker, Wilson, Bennett, Rennemeyer, Sislowski, Melendez; Nays-None; Motion passed.**

4. Financial Report

- Staff presentation: Dean Moyer, Director of Finance

Mr. Moyer reviewed the Financial Report that was included in the packet material.

Mr. Sislowski inquired if there is an area in terms of collection that may be of concern.

Mr. Moyer stated Windsor is meeting budget numbers although construction use tax is a little behind compared to last year. There will be a number of building permits that will come online shortly so those numbers may end up being ahead of last year.

Mr. Sislowski inquired if the assessed valuation includes residential and commercial.

Per Mr. Moyer; yes.

5. Economic Development Report

- Staff presentation: Stacy Miller, Director of Economic Development

Ms. Miller introduced Lisa Hudson, Director of the Small Business Development Center of East Colorado.

Ms. Hudson informed the Board that a small business in Windsor is working with the Monfort College of Business on a project. New tools are being looked at to elevate the

benchmarking tools and consulting services to clients to be able to help more of the clients that are already in business.

Over last three years there has been an increase trend in consulting and outreach hours. In 2015 the SBDC was at 323 hours, in 2016 it was at 328 hours and in 2017 it was at 333 hours. There has also been a trend increase over the last 3 years in creating full time jobs; in 2015 19 jobs were created, in 2016 74 jobs were created and in 2017 there were 105 jobs created.

Ms. Hudson informed the Board that the SBDC has regular office hours every Tuesday at the Chamber of Commerce.

Mr. Hale inquired as to what other communities are served by Ms. Hudson's office.  
Ms. Hudson stated her office covers 22,000 square miles of Colorado; east of I-25 and north of LaJunta which includes 13 counties.

Ms. Miller informed the Board that since June, there has been a lot of general activity including meeting with Water Valley and The Brands to discuss growth and some development options. Marketing material from the new brewery that will be going in on County Road 5 was received and have begun promoting that business.

The next meeting for The Ranch Master Plan Steering Committee will be September 13, 2018.

Ms. Miller thanked the Board for their participation in the various activities and events that have been held recently.

#### D. COMMUNICATIONS

1. Communications from the Town Attorney  
Mr. McCargar reminded the Board of the executive session this evening.
2. Communications from Town Staff  
Chief Klimek informed the Board that September 4, 2018 is the first day of school. Crosswalk stations will be set up and details will be sent out in the near future.
3. Communications from the Town Manager  
Mr. Hale reminded the Board of the Joint Meeting on August 29, 2018 at the library.
4. Communications from Town Board Members  
Melendez gave a reminder that there will be no meeting on September 3, 2018 due to the holiday and invited all to attend and participate in the Harvest Festival.

#### E. EXECUTIVE SESSION

1. 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 for certain Economic Development Incentives (Stacy Miller, Director of Economic Development)

**Town Board Member Rennemeyer moved to go into 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 for certain Economic Development Incentives. Mayor Pro Tem Bennett seconded the motion. Roll call on the vote resulted as follows: Yeas – Baker, Wilson, Bennett, Rennemeyer, Sislowski, Melendez; Nays- None; Motion passed.**

Upon a motion duly made, the Town Board returned to the regular meeting at 8:45 p.m.

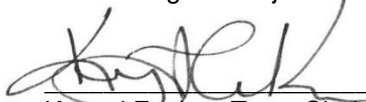
The Executive Session was closed and the Town Board returned to the Regular Meeting.

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 8:45 p.m.

F. ADJOURN

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

The meeting was adjourned at 8:45 p.m.

  
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Krystal Eucker, Town Clerk