



TOWN BOARD REGULAR MEETING

September 28, 2020 - 7:00 PM

Town Board Chambers, 301 Walnut Street, Windsor, CO 80550 Zoom Meeting, Click on the link <https://windsorgov.zoom.us/j/96166464327> OR join by telephone at (888) 788-0099 or (877) 853-5247 - Webinar ID:961 6646 4327

MINUTES

A. CALL TO ORDER

Mayor Rennemeyer called the meeting to order at 7:00 p.m.

1. Roll call

Mayor Paul Rennemeyer
Mayor Pro Tem Ken Bennett
Scott Charpentier
Barry Wilson
Julie Cline
Victor Tallon
David Sislowski

Also Present:

Shane Hale, Town Manager
Ian McCargar, Town Attorney
Jessica Humphries, Admin Services Director
Dean Moyer, Director of Finance
Eric Lucas, Director of Public Services
Leif Lesoing, Water Resource Admin
Terry Walker, Public Works Director
Stacy Miller, Economic Development Director
Scott Ballstadt, Director of Planning
Paul Hornbeck, Senior Planner
Laura Browarny, Culture Supervisor
John Thornhill, Community Development Director
Tara Fotsch, Deputy Director of PRC
McKenzie Payne, Visual Media Coordinator
Karen Frawley, Town Clerk

2. Pledge of Allegiance

Mayor Rennemeyer asked that all rise for 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 Sislowski moved to approve the agenda as presented, Town Board Member Tallon seconded the motion. Roll call on the vote resulted as follows; Yeas - Bennett, Charpentier, Cline, Rennemeyer, Sislowski, Tallon, Wilson; Motion Passed.

4. Proclamation

- Terry Walker Day

Mayor Rennemeyer read the Terry Walker Day Proclamation.

5. Board Liaison Reports

- Town Board Member Charpentier - Chamber of Commerce, Clearview Library Board

Town Board Member Charpentier reported that the Clearview Library Board, there was a meeting last week. The board is working hard on the renovation options, budget, and forecast.

Town Board Member Charpentier reported that there is no update for the Chamber of Commerce as there has not been a meeting since the last Town Board meeting.

- Town Board Member Wilson - Planning Commission, Larimer County Behavioral Health Policy Council

Town Board Member Wilson reported that there is no new update this week as neither board has met since the last Board meeting.

- Mayor Pro Tem Bennett - Water and Sewer Board, 34, 74 and I-25 Coalition's

Mayor Pro Tem Bennett reported that there is no update on the Water and Sewer Board as they have not met since the last Town Board meeting.

Mayor Pro Tem Bennett reported that the 34 Coalition has a meeting this Thursday before the MPO group meeting.

- Town Board Member Cline – Tree Board, Poudre River Trail Corridor Authority, Historic Preservation Commission

Town Board Member Cline reported that there is no update with the Historical Preservation Commission as there has not been a meeting since the last Town Board Meeting.

Town Board Member Cline reported that the Tree Board met last week at Main Park. The Poster Contest winners from last year has not been awarded yet. They are hoping to award the winner in the next month. There were discussions on ways to show the submitted artwork in the community. The board is currently working on the theme for next year's poster contest.

Town Board Member Cline reported that the Poudre River Trail Corridor Authority has started meeting every other week. Three subcommittees have been formed to determine future plans and where to go. The board is in the process of getting new members to serve on the authority; there is an at-large position open for the City of Greeley and one for the Town of Windsor.

- Town Board Member Tallon - Parks, Recreation and Culture Advisory Board, Great Western Trail Authority

Town Board Member Tallon reported that there are no updates for the Parks, Recreation, and Culture board as they have not met since the last Town Board Meeting.

Town Board Member Tallon reported that the Great Western Trail Authority will be meeting on Thursday.

- Town Board Member Sislowski - Windsor Housing Authority, Windsor Severance Fire District

Town Board Member Sislowski reported that there are no updates with the Windsor Severance Fire District as they have not met since the last Town Board meeting.

Town Board Member Sislowski reported that the Windsor Housing Authority met on September 15th and had some discussion around private activity bonds. They did bring on a full-time maintenance worker for the three facilities. New business discussed included the 2021 budget, because of adding the facility maintenance worker and despite a slight reduction of administrative staff, they are still proposing a twenty-dollar increase per unit on various rents.

- Mayor Rennemeyer - Downtown Development Authority, North Front Range MPO

Mayor Rennemeyer reported that there are no updates with the North Front Range MPO as they have not had a meeting since the last Town Board meeting.

Mayor Rennemeyer reported that the Downtown Development Authority has had several projects going on. The 4th Street property has been shown to several different entities that may be interested in it. 512 Ash property is waiting on one permit to come back; the money has already been approved by the DDA board to demolish the building. For the Backlots project, the DDA is seeking out a new developer and currently in talks with a couple of different developers about developing that project. The DDA discussed the wayfinding signage study, and covered the strategic planning session with topics including the budget and plans for the future.

6. Public Invited to be Heard

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

B. CONSENT CALENDAR

1. Water and Sewer Board Appointment - K. Frawley, Town Clerk

On September 21, Mayor Rennemeyer and Mayor Pro Tem Bennett conducted an interview for a Water and Sewer Board vacant seat. Gale McGaha Miller is being recommended for appointment to fill the vacancy with a term expiring March 2022.

2. Minutes of the July 17, 2020 Special Town Board Meeting - J. Humphries, Administrative Services Director

Town Board Member Tallon moved to approve the consent calendar as presented, Town Board Member Wilson seconded the motion. Roll call on the vote resulted as follows; Yeas - Bennett, Charpentier, Cline, Rennemeyer, Sislowski, Tallon, Wilson; Motion Passed.

C. BOARD ACTION

1. Cattle Baron's Ball - Short Form Grant Request

Cattle Baron's Ball is the signature gala for the American Cancer Society in the Rocky Mountain West. This year's hosts were Jim and Kirsten Humphrey of Windsor, and the chairs are Gene and Julie Haffner of Windsor. Due to COVID-19, the event was virtual this year. In 2020, donations to the American Cancer Society are down over 25%.

A community sponsor is \$5,000, a table sponsor is \$1,000, or a package of any type can be designed. 100% of funds will be used for research, as well as early detection and prevention. In 2019, the Town of Windsor contributed \$6,000.

Per Mr. Hale, this year the request is for \$5,000 per the grant request form. Last year, the Town was both a Community Sponsor at \$5,000.00 as well as a table Sponsor at \$1,000.00 for a total donation of \$6,000.00. This year the Town Board has budgeted \$130,000.00 for outside agency funding which represents one and a half percent of property tax, and has spent \$0.00 this year. This is the first request of the year coming before the Town Board.

Town Board Member Sislowski stated that a number of the Board were fortunate enough to attend the Cattle Baron's Ball last year and was quite an event. If memory serves, they raised one million dollars at that event last year. Town Board Member Sislowski stated that he fully supports the board contributing to this effort and perhaps increasing or matching the contribution from last year on the basis of helping them.

Town Board Member Charpentier asked why the Board selects them to donate to? Mr. Hale responded that we really didn't pick them. The Town has a short form that any Windsor non-profit can request money from the Town. Last year, they had requested and were hosting the Cattle Baron's Ball in Windsor which had not been done in quite a few years. At that time, the Board decided to sponsor a table as well as being a community sponsor. Historically, the Town has sponsored or contributed to other non-profits in Town every year. This year being so different, there has not been the interest like in the past. Mayor Rennemeyer added that since last year's event was hosted in Windsor, it was the Mayor's decision at that time to contribute to them. Mayor Rennemeyer stated that the event has already happened, but the request came in last week because of the significant reduction of contributions this year versus last year. Mr. Hale stated that by the time the request came in, there was not time to get it in front of the Board before the event and let them know when it could go before the board.

Town Board Member Wilson stated that it seemed like last year there were more requests but due to COVID believes that a lot of groups have not held their normal events. As a result, the Board has not spent money that has been budgeted and is on board with what Town Board Member Sislowski suggested.

Town Board Member Cline asked if there is a fund for grants already in the 2020 budget. Mr. Hale responded that there is a line under the Town Board budget called outside agency funding and is based on one and a half percent of property taxes Town wide.

Town Board Member Charpentier asked what happens if we do not use all of the money, does it roll over. Mr. Hale responded that it will roll into next year's budget and will increase the beginning fund balance for next year.

Town Board Member Tallon stated that he thinks that it is a no brainer and we should do it. Mayor Rennemeyer added that the whole event is centered around the American Cancer Society and using this event to raise funds for it. Mr. Hale stated that he believes our event is one of the highest fundraising events in the Nation for the American Cancer Society.

Town Board Member Sislowski moved to for the Town's donation to the American Cancer Society via the Cattle Baron's Ball to a total of \$6,000.00, Town Board Member Tallon seconded the motion. Roll call on the vote resulted as follows; Yeas - Bennett, Charpentier, Cline, Rennemeyer, Sislowski, Tallon, Wilson; Motion Passed.

2. Resolution No. 2020-73 - A Resolution Adopting the Town of Windsor Compensation Project Methodology Report August 2020 and Town of Windsor Police Step Plan Update Methodology Report August 2020 Prepared by Compensation Studio, LLC.

The Town of Windsor engaged Compensation Studio at the beginning of the year to update our full-time police department step plans and to develop a part-time pay plan. The effort began in January, taking a hiatus March through mid-July given the uncertainty with COVID-19 and the economy.

As presented to the Board by Candy Johnson, this is a rigorous process that includes job matching, external and internal equity considerations, constant vetting by many levels of leadership and management in the organization, that conforms with our compensation philosophies and our ability to pay in both the short and the long term. It's not a perfect science,

but it is a consistently applied best-practice process that results in salary data that can be relied upon to make sound decisions.

Per Mr. Hale, the total financial impact in this recommendation for 2021 will be \$446,420.00. Broken down, it includes a little over \$288,000.00 to update the step plan for the Police Department, \$83,600.00 to implement the exempt employee portion of the plan, \$43,500.00 to implement the non-exempt portion of the plan, and \$30,500 to implement the part-time portion of the plan. The staff recommendation is to adopt Resolution Number 2020-73, and noted that approval of this resolution does not spend any money, only adopts the plan. The numbers will be presented to the Board and be included in the 2021 budget.

Mayor Pro Tem Bennett asked if the \$446,000.00 includes benefits, Mr. Hale responded that it does not include benefits and is only the cost to implement which would be the salary plus payroll taxes.

Town Board Member Cline wanted to confirm that what the Board is saying by approving the resolution, is that they agree with the plan and the methodology. Mr. Hale stated that adopting the plan does not expend any money, that will happen when the Board adopts the budget. Town Board Member Cline asked if this was just a guideline for the plan. Mr. Hale responded that the \$446,000.00 would be reflected in the operational budget, so when seeing the numbers for salary or personnel, this will be included and built into the budget. Adopting this resolution does not mean that the Board will fully fund the plan, it would be adopting the updated plan as presented. Town Board Member Cline stated that recalling the presentation of this plan during the work session, she was not comfortable with some of the methodologies that were discussed. Mr. Hale stated that questions involving the methodology would be better addressed by Candy Johnson and if the Board has any additional questions regarding the methodology, he will pass them on to Candy.

Town Board Member Sislowski stated that one of the things that bothered him during the work session presentation was the peer group that was used to establish the appropriate salary levels. One thing that he forgot to ask in the last presentation was what the problem was that we are trying to solve with the adoption of this plan. What was not discussed was the attrition level and the number of vacancies we have that we can't seem to fill. Town Board Member Sislowski stated that he feels that at the work session there was some unanswered questions and yet is before the Board to vote on and felt to him as a little premature. Regarding the peer group, we know that they looked at private industries from around the State, sometimes large industries as far as we could tell. When asked why we were not comparing to Towns or Government agencies of similar size, it was stated that we really don't have good data. If using a questionable population to establish the numbers, he does not have a problem with that. Then to take those numbers and in an unscientific fashion, look at the nearby communities who are more likely to be our competitors and seeing how it fits there, he doesn't feel that we did that piece. Town Board Member Sislowski stated that he is not prepared to approve the resolution tonight. It is not philosophically that he doesn't agree, he believes that the idea of being fair and rewarding our people, but really wanted a little more data or analysis behind it.

Mr. Hale stated that this is the exact same methodology we used two years ago. It is the same person, the same company and understands that the Board may want some more information. Mr. Hale stated that with some positions, they did a more scientific analysis. For example, with the PD, they internally looked at every surrounding department, every single jurisdiction. While Candy did her Step Plan based on more aggregate, we know precisely where we fall in Northern Colorado. We are not going to be leading the way even after updating this. Town Board Member Sislowski stated that he got that impression also and if this were based on conversations and the information provided, he would be in a position to approve the step increase for the police. For the general population, however, he didn't feel like we did enough research. Mr. Hale responded that he can pass the information to Candy and look to see if we can find more data points. Mr. Hale stated that if there is more than the Northern Colorado group that the Board would like to zero in on, he can follow back up with the Board.

Mayor Pro Tem Bennett stated that he appreciates the questions that are being asked because they want to make sure of what is really being approved; his understanding is that the salary

study is being approved, not necessarily approving the implementation for the budget. Mayor Pro Tem Bennett stated that he does not believe that we are overpaying staff. This is the third salary survey he has been a part of and thinks we are probably still in the middle of the pack. When you take a job, it is not just the salary but who you are working with, benefits, and other things. Mayor Pro Tem Bennett stated that he is comfortable with this study, but wants to know if several more Board Members have questions or want further information and what is the timing for needing to approve this in order to keep on time with the budget. Mr. Hale responded that there will be an operational budget meeting October 24th and it is his hope to have this adopted prior to presenting the operational budget to the Board; however, with the number of questions, he believes that it can be tabled this evening in order to get more information and bring it back to the Board in two weeks at the first meeting in October. Mayor Pro Tem Bennett stated that he is comfortable with it, but knows that some of the others may not be and suggests that the Board Members submit written questions and bring it back in two weeks after obtaining more information to make everyone comfortable with the study.

Mayor Rennemeyer stated that to bring some history in, this resolution approves the methodology of the plan and remembers when the step plan was completely implemented for the first time three years ago with a previous Town Board and Town Manager and they didn't have anything like this up until that point. Because of that, the whole initiative was on retaining the officers. What was not realized at that time is that we were starting lower than we probably should have been and because it was a big ask due to not having anything in place, that is why we are in the predicament that we are in now. Based upon the methodology of how we got to the numbers of what would be included in the 2021 budget assuming that this step plan is implemented, it is going to put us not necessarily at the top or even in the middle of the pack. It is making us more competitive than we are now and speaking for himself and his tenure that he doesn't like hearing about officers that would be a part of the step plan having turnover.

Turnover in that position in your community is not a good thing when it comes to response times for safety, as well as overall morale of the people we trust to keep us safe in the community.

Mayor Rennemeyer stated that he is in support of the resolution and knows that this is the first look for some Board Members but knowing what is going into it and in support of it but agrees that more information should be obtained.

Town Board Member Cline stated that she believes that the research and methodology used for the officer portion of this was well done and doesn't have a problem adopting that portion of the plan, but wants to know if they can break out the different portions of the survey and approve the police step plan and leave the other items for further discussion, she would be in favor.

Town Board Member Tallon asked that if more information could be obtained in the next two weeks, would they be able to discuss this further in an upcoming work session. Mr. Hale responded that he would take any questions or comments to Candy Johnson and bring back any responses to an evening presentation with a memo addressing those things and ask Ms. Johnson to come back in and clarify any other questions the Board may have. Town Board Member Tallon stated that he understands the methodology and what needs to be added to retain people and does not have a problem approving the resolution.

Town Board Member Wilson stated that it is a big number and is a little odd to have the number in there but saying they are not really approving that number so it seems like they are doing things out of order. Mr. Hale stated that he wanted the Board to understand the cost of implementation, but also to let the Board know that it's not a done deal and people do not get a raise tomorrow once this is done. Town Board Member Wilson stated that he thinks that the one piece that is missing for him is the attrition. He is okay with what is presented in the resolution but would like the answer to what problem this solves. Mr. Hale responded that part of this is retention and part of it is recruitment and it is not just how many people that have left that say pay is a reason for leaving, but also the people that you don't attract. Mr. Hale stated that he thinks the Town has a big vision and thinks big and wants great things to happen and you don't do that with the C team. You really want to attract the best, brightest and bring them in. Town Board Member Wilson stated that what they are all trying to get to is the same point of getting the best talent and retaining that talent so the things they want to accomplish can be done and believes it is a great plan. As far as the resolution, he is okay with it especially on the police side.

Town Board Member Sislowski stated that when he commented earlier that he wanted to see not only the attrition, but also whether we have a vacancy that we are having trouble filling with the people we really like. Mr. Hale responded that there have been times in the past where we couldn't get our top or even second choice, however the ones who have filled the position have

been great.

Something that we have not previously had which we have now is a hiring philosophy where they put out a range and maybe not hire at minimum if they have the qualifications but have a hard stop where they won't go above.

Mayor Rennemeyer stated that he believes three years ago, we were having a recruitment issue in the PD and struggled to get positions filled. There were more vacancies than people applying for them, which is what led the Board to the salary survey and step plan.

Town Board Member Charpentier asked once implemented, where does it put us compared to other municipalities, and stated that he didn't see anything in the plan that related to CPI. Mr. Hale responded that part of the reason that we go through this survey every couple of years is so you are keeping up with inflation and the market. Under the methodology for the exempt employee, there is not an increase over two percent due to financial concerns to keep things affordable. As far as where we are as a pay group, larger areas we are not able to keep up with, and are seeing smaller agencies that are directly recruiting our employees and giving them a pay bump. This survey is done every two years and will be back in another two years in an effort to be a little more competitive than we currently are. Mayor Rennemeyer pointed out that three years ago when the Board implemented the last plan, they also didn't have some of the ranks in the PD such as the rank of Commander in an effort to make them more competitive with surrounding communities. This makes us more competitive but doesn't believe it makes us completely competitive but gives us a bump so that we are more competitive than we are now.

Mayor Pro Tem Bennett shared that he has been able to see some of the vacancies other than Police in other communities that are the same or smaller sizes than Windsor and those were all paying more than Windsor does.

Town Board Member Charpentier stated that loss of employees is deadly to the Town and even more costly and wanted to know if we even had enough money in the plan. Mr. Hale responded that in an effort to be fiscally conservative, this is not a Cadillac plan but what we can really afford.

Town Board Member Wilson stated that we don't want to fall further behind and that if we are in the middle of the pack, we want to go forward not back. He also inquired that if the Town doesn't take action now, where will we be two years from now? Mr. Hale responded that we should look at this from a maintenance standpoint where we try to incrementally keep up and address some of these issues.

Town Board Member Sislowski stated that around a year ago, the Board looked at the benefit packages and all of the data presented was comparable and felt more real to see what neighboring communities are offering in comparison to where we are. If felt more real to look at that data and say where do we want to be at, we don't have that here and that is why there is a struggle with the methodology. We would like more local data used.

Mayor Pro Tem Bennett stated that we have talked a lot about Police which is really appreciated, but all employees are important to the Town. Mayor Pro Tem Bennett asked if it would be realistic if Board Member still have questions, if they could submit those in writing and forward them to Candy Johnson who would in turn give a written response within two weeks? Mr. Hale responded that she has always been highly responsive but doesn't know what her schedule is right now, so if there are questions to send them in sooner than later.

Mayor Rennemeyer stated that he is trying to gauge from seven different people where the Board stands. There are several people saying they are okay with the methodology which is what is being approved and is trying to see if the Board wants to get the questions answered and bring it back in a couple of weeks.

Mr. McCargar stated that the pay study also picks up pay inequities that will help align us with where we need to be legally after the first of the year under the equal pay act that will take effect. This study and the pay plan that is implemented through this study will help us comply with that. Tonight procedurally, the way to handle this is to entertain a motion to postpone to a certain date. Take a vote on the postponement; if it passes, it will be postponed. If it doesn't, then call the question on the measure before the Board and take a vote.

Board Member Cline moved to postpone the approval of Resolution No. 2020-73 to the October 12, 2020 meeting, Town Board Member Sislowksi seconded the motion. Roll call on the vote resulted as follows; Yeas - Bennett, Cline, Sislowksi; Nays - Charpentier, Rennemeyer, Tallon, Wilson; Motion Failed.

Mayor Pro Tem Bennett moved to approve Resolution No. 2020-73, Town Board Member Tallon seconded the motion. Roll call on the vote resulted as follows; Yeas - Bennett, Charpentier, Rennemeyer, Tallon, Wilson; Nays - Cline, Sislowksi; Motion Passed.

3. Ordinance No. 2020-1615 - An Ordinance Designating the Halfway Homestead as a Local Historic Landmark- Jacoby Farm Subdivision 2nd Filing Tract G - Laura Browarny, Town of Windsor, Applicant

Ms. Laura Browarny, Culture Supervisor with the Parks, Recreation, and Culture Department, has submitted a nomination on behalf of the Town of Windsor to designate the Halfway Homestead Site as a historic landmark. Located at 33327 Weld County Road 15, the site contains the Halfway House (built 1873) and Dickey Farmhouse (built 1907) farmhouse and has significance for its connection to the Overland Trail. The trail passed very near or may have run directly through the site and the site was used by pioneers traveling across the country, stage coaches carrying US mail stopped at the site, and the area later become part of one of the most prominent farms in the Windsor area.

Criteria for Designation:

Proposed Landmarks must be at least fifty (50) years old and meet one (1) or more of the criteria for architectural, social, or geographical/environmental significance hereinafter described. A landmark could be exempt from the age standard if it is found to be exceptionally important in other significant criteria.

Architectural

a. Exemplifies specific elements of an architectural style or period.

Staff Comment: N/A

b. Example of the work of an architect or builder who is recognized for expertise nationally statewide, regionally or locally.

Staff Comment: N/A

c. Demonstrates superior craftsmanship or high artistic value.

Staff Comment: N/A

d. Represents an innovation in construction, materials or design.

Staff Comment: N/A

e. Pattern or grouping of elements representing at least one (1) of the above criteria.

Staff Comment: N/A

f. Significant historic remodel.

Staff Comment: N/A

Social

a. Site of historical event that had an effect upon society.

Staff Comment: The site is linked to the Overland Trail and settlement of the west by European-Americans.

b. Exemplifies cultural, political, economic or social heritage of the community.

Staff Comment: The site exemplifies Windsor's cultural, economic and social heritage for its role serving travelers on the Overland Trail and westward expansion and its role as one of the earliest and largest area farms, reflecting Windsor's and agricultural heritage.

c. An association with a notable person or the work of a notable person.

Staff Comment: n/a

Geographic/Environmental

a. Enhances sense of identity of the community.

Staff Comment: The homestead enhances sense of identity in the community due to its ties to early pioneers, early agricultural development of Windsor, and the prominent families who resided there.

b. An established and familiar natural setting or visual feature of the community.

Staff Comment: N/A

The physical integrity of the proposed landmarks will also be evaluated using the following criteria (a property need not meet all of the following criteria):

a. Shows character, interest or value as part of the development, heritage or cultural characteristics of the community, region, State or nation.

Staff Comment: The site is associated with development and heritage of the Windsor community and western United States as outlined in sections above.

b. Retains original design features, materials and/or character.

Staff Comment: n/a

c. Original location or same historic context after having being moved.

Staff Comment: n/a

d. Has been accurately reconstructed or restored based on documentation.

Staff Comment: n/a

Notifications

Notifications for this public hearing and the Historic Preservation Commission public hearing were as follows:

- August 28, 2020 – public notice published on Town website
- June 30, 2020 – sign posted on site
- August 28, 2020 – display ad published in the newspaper

Per Mr. Hornbeck, this is the second reading of the Halfway Homestead Local Historic Landmark designating. The ordinance is unchanged from the first reading.

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

Town Board Member Sislowski moved to approve Ordinance No. 2020-1615 as presented, Town Board Member Wilson seconded the motion. Roll call on the vote resulted as follows; Yeas - Bennett, Charpentier, Cline, Rennemeyer, Sislowski, Tallon, Wilson; Motion Passed.

4. Ordinance No. 2020-1616 - An Ordinance Designating the Dickey Farmhouse as a Local Historic Landmark- Jacoby Farm Subdivision 2nd Filing Tract G - Laura Browarny, Town of Windsor, Applicant

Ms. Laura Browarny, Culture Supervisor with the Parks, Recreation, and Culture Department, has submitted a nomination on behalf of the Town of Windsor to designate the Dickey Farmhouse as a historic landmark. Located at 33327 Weld County Road 15, the farmhouse was originally built in 1907 by Robert S. Dickey.

Criteria for Designation:

Proposed Landmarks must be at least fifty (50) years old and meet one (1) or more of the criteria for architectural, social, or geographical/environmental significance hereinafter described. A landmark could be exempt from the age standard if it is found to be exceptionally important in other significant criteria.

Architectural

a. Exemplifies specific elements of an architectural style or period.

Staff Comment: The Farmhouse is unique to Windsor in that it combines elements from many of the popular styles of the time. The house incorporates elements from the common German-Russian four-square house seen in Windsor's early days, Victorian design motifs, and elements of ranch/bungalow styles. The house itself is a one and a half stories, given more prominence to the building but adding little usable space.

b. Example of the work of an architect or builder who is recognized for expertise nationally, statewide, regionally or locally.

Staff Comment: N/A

c. Demonstrates superior craftsmanship or high artistic value.

Staff Comment: The farmhouse demonstrates superior craftsmanship in its combination of styles outlined above. Newspaper articles from the time describe the building as "fine", "pretty", and "modern", indicating superior craftsmanship. The house includes embellished forms of Victorian motifs, with a gingerbread dormer and ornate front porch.

d. Represents an innovation in construction, materials or design.

Staff Comment: N/A

e. Pattern or grouping of elements representing at least one (1) of the above criteria.

Staff Comment: N/A

f. Significant historic remodel.

Staff Comment: N/A

Social

a. Site of historical event that had an effect upon society.

Staff Comment: N/A

b. Exemplifies cultural, political, economic or social heritage of the community.

Staff Comment:

The Farmhouse exemplifies Windsor's cultural, economic and social heritage as an agricultural community. The Farmhouse was part of one of the earliest and largest farms in Windsor, known as the Home Farm and was an important gathering place in the community. The farmhouse hosted Chautauqua meetings, held meetings of prominent area businessman, and served as a place for community gatherings and parties.

c. An association with a notable person or the work of a notable person.

Staff Comment:

Robert S. Dickey was a prominent member of the Windsor Community. He operated one of the early stores in Windsor, the Weller-Cobbs Merchandise Company, served as president of the Farmers State Bank, director of a church choir, was a farmer operating over 400 acres of land, one of the first teachers in Windsor and later became the Superintendent of Schools.

Jacob Henry Jacoby, Sr. immigrated to Windsor in 1910 with his family. He worked for a time at the Great Western Sugar Company mill in Windsor, as did many other Volga Germans, and the Jacoby family was one of the immigrant families that the Dickey family hired to help them farm

their land. Germans from Russia, or Volga Germans, originally came from Germany. During the eighteenth century, Catherine the Great and her grandson, Alexander I, invited Germans to settle rich farm lands along Russia's Volga River. Political turmoil in Russia at the end of the nineteenth century motivated thousands of Volga Germans to immigrate to the United States, where they settled on the plains of Kansas, Colorado, and the Dakotas.

Geographic/Environmental

a. Enhances sense of identity of the community.

Staff Comment: The Farmhouse enhances sense of identity in the community due to its ties to the early agricultural development of Windsor and the prominent families who resided there.

b. An established and familiar natural setting or visual feature of the community.

Staff Comment: N/A

Physical Integrity

The physical integrity of the proposed landmarks will also be evaluated using the following criteria (a property need not meet all of the following criteria):

a. Shows character, interest or value as part of the development, heritage or cultural characteristics of the community, region, State or nation.

Staff Comment: The Farmhouse is directly associated with development and heritage of the Windsor community, as outlined in sections above.

b. Retains original design features, materials and/or character.

Staff Comment: The structure has retained many original design features and materials. Some original materials have been covered; however, removal of non-contributing materials will reveal the original character of the building.

c. Original location or same historic context after having being moved.

Staff Comment: The Farmhouse is in its original location.

d. Has been accurately reconstructed or restored based on documentation.

Staff Comment: This section is not applicable at present. Work may be needed to restore the structure and will need to be done following the Secretary of Interiors Standards.

Notifications

Notifications for this public hearing and the Historic Preservation Commission public hearing were as follows:

- August 28, 2020 – public notice published on Town website
- June 30, 2020 – sign posted on site
- August 28, 2020 – display ad published in the newspaper

Per Mr. Hornbeck, this is the second reading of the Dickey Farmhouse Local Historic Landmark designating. The ordinance is unchanged from the first reading.

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

Town Board Member Tallon moved to approve Ordinance No. 2020-1616 as presented, Town Board Member Wilson seconded the motion. Roll call on the vote resulted as follows; Yeas - Bennett, Charpentier, Cline, Rennemeyer, Sislowski, Tallon, Wilson; Motion Passed.

D. COMMUNICATIONS

1. Communications from Town Attorney

Per Mr. McCargar, there are three executive sessions on the agenda and reminded the Board that whomever moves to go into the executive sessions needs to read the complete title of each one.

2. Communications from Town Staff

Per Mr. Thornhill, Northern Water and the Bureau of Rec have to perform some required annual maintenance and rehabilitation work on the Soldier Canyon Outlet Dam. The project is expected to last between forty-five to sixty days. During that time, the outlet will not be able to deliver water from Horsetooth Reservoir to the Fort Collins water treatment plant, but also the Soldier Canyon water treatment plant which has two of Windsor's water service providers. While that work is being done, all the water supplies that they would be taking into those plants have to come from Poudre River. They have pre-staged water up in the high mountain reservoirs with agreements with other entities to store water for those

forty-five to sixty days. Since there is a wildfire happening in that area, there is some concern that the river can be contaminated so they have a back-up plan to pump water out of Horsetooth into some other canals and then take those into the treatment plants. If both of those plans fail, we will use emergency connectors with other providers such as the City of Greeley or City of Loveland. The districts are asking customers to restrict water use starting the beginning of October, so staff is asking the Town of Windsor residents to voluntarily restrict water usage starting October 1st for the duration of the maintenance project. Mayor Rennemeyer asked if there are any water sheds being affected by the Cameron Peak wildfire, Mr. Thornhill responded there are three.

Per Mr. Moyer, in the packet is the August financial report. A couple points, on page one of the report; the three major tax categories so far are making the budget benchmarks. The end of August, we like to have sixty-seven percent collections which we have despite the pandemic. The other concern is with property taxes for this year. Usually we collect by this time close to one-hundred percent of our budget. This year we are down at eighty-five percent through August. Speaking with the Weld County Assessor, they have some agreements with people for some tax deferrals or extended time to pay. They expect to collect ninety-five percent of the taxes by October. Usually by now, we have a much better feel on property taxes for the next year, the assessors were given an extended time to notify us of what our assess valuation will be that we base our taxes on for next year. Weld County met the original deadline of August 25th with the understanding that it will get more official in October and then before we have to officially set our mill levy. The online sales tax has helped the Town weather a lot of the pandemic. Building permits in July spiked which helped to weather the storm as far as clearing the benchmarks for revenue collections. Town Board Member Sislowski stated that in looking at the report, page 46 in the packet is the division operating expense through August, expecting that everything would be around sixty-seven percent given the month. Noticing that Economic Development was above as was Parks. This was surprising because Parks didn't do a lot of stuff that would normally do and are at seventy-five percent of budget. Mr. Moyer responded that in beginning of a regular year, Parks and outdoor things are generally way behind, then ramps up during the summer. It should come back within the rest of the budget range as the year moves on. Town Board Member Wilson stated that he would have never guessed that the numbers would be this positive a few months ago and all in all is good news.

- a. Finance Report August 2020
- b. Windsor Police Department August 2020 Statistical Report

3. Communications from Town Manager

Per Mr. Hale, this Thursday, October 1st will be a retirement party for Terry Walker from 1:00 p.m. to 4:00 p.m. on the second floor. This is not a three-hour long party, but more of a come and go stop by as you are able.

4. Communications from Town Board

Per Mayor Pro Tem Bennett, last Friday morning, Mayor Rennemeyer, Mayor Pro Tem Bennett, and Economic Development Director Stacy Miller attended the Regional Tourism Authority meeting. The objective was to see if there could be a substitution for the PeliGrande project that was not feasible as some other communities have done. For some reasons, Windsor could not substitute the project. The other objective of the meeting was to help Loveland with some financing issues. Windsor has no project but is still a part of the RTA.

Mayor Rennemeyer reminded the residents of Windsor that this Friday and Saturday is the annual fall clean-up for Windsor utility customers. Residents will need to have a voucher to participate. The clean-up will be held from 9:00 a.m. to 3:00 p.m. at the Public Services facility located at 922 N. 15th Street. This is designed as a place to bring house waste and organic yard materials. Mr. Hale stated that the vouchers were included in the last newsletter that talked about the event.

E. EXECUTIVE SESSION

1. An Executive Session Pursuant to C.R.S. §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)
2. An Executive Session Pursuant to C.R.S. §24-6-402 (4)(a) Concerning the Purchase, Acquisition, Lease, Transfer, or Sale of Any Real, Personal or Other Property Interest, and no Members of the Town Board Have Any Personal Interests in Such Purchase, Acquisition, Lease, Transfer, or Sale (Farm Property and Related Water Rights) - J. Thornhill, Director of Community Development
3. An Executive Session Pursuant to C.R.S. §24-6-402 (4)(b) to Confer with the Town Attorney for the Purposes of Receiving Legal Advice on Specific Legal Questions Concerning Easement Rights - Ian McCargar, Town Attorney; Shane Hale, Town Manager)
An Executive Session Pursuant to C.R.S. §24-6-402 (4)(b) to Confer with the Town Attorney for the Purposes of Receiving Legal Advice on Specific Legal Questions Concerning Easement Rights - Ian McCargar, Town Attorney; Shane Hale, Town Manager)

Town Board Member Sislowski moved to enter into an executive session pursuant to C.R.S. §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, and also enter into an executive session pursuant to C.R.S. §24-6-402 (4)(a) concerning the purchase, acquisition lease, transfer, or sale of any real, personal or other property interest, and no members of the Town Board have any personal interests in such purchase, acquisition, lease, transfer, or sale (farm property and related water rights), and furthermore to enter into an executive session pursuant to C.R.S. §24-6-402 (4)(b) to confer with the Town Attorney for the purposes of receiving legal advice on specific legal questions concerning easement rights., Board Member Cline seconded the motion. Roll call on the vote resulted as follows; Yeas - Bennett, Charpentier, Cline, Rennemeyer, Sislowski, Tallon, Wilson; Motion Passed.

Upon a motion duly made, the Town Board entered into an Executive Session at 8:48 p.m.

Upon a motion duly made, the Town Board returned to the Regular Meeting at 10:02 p.m.

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

Upon returning to the Regular Meeting, Mayor Rennemeyer 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 10:02 p.m.

F. ADJOURN

Upon a motion duly made, the meeting was adjourned at 10:02 p.m.

Board Member Cline moved to Motion, Town Board Member Tallon seconded the motion. Roll call on the vote resulted as follows; Yeas - Bennett, Charpentier, Cline, Rennemeyer, Sislowski, Tallon, Wilson; Motion Passed.



Karen Frawley, Town Clerk