



TOWN BOARD REGULAR MEETING

February 8, 2021 - 7:00 PM

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

Please click this URL to join. <https://windsorgov.zoom.us/j/96792664405>

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Webinar ID:967 9266 4405

MINUTES

A. CALL TO ORDER

Mayor Rennemeyer called the meeting to order at 7:17 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, Finance Director
Eric Lucas, Public Services Director
Rick Klimek, Police Chief
Scott Ballstadt, Director of Planning
Paul Schwindler, Deputy Director of Public Works
Tara Fotsch, Deputy Director of PRC
John Thornhill, Community Development Director
Leif Lesoing, Water Resource Administrator
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 Tallon moved to approve the agenda as presented, Board Member Cline seconded the motion. Roll call on the vote resulted as follows; Yeas - Bennett, Charpentier, Cline, Rennemeyer, Sislowski, Tallon, Wilson; Motion Passed.

4. Outside Agency Report

- SAFEbuilt Presentation
In the fall of 2020, in response to a request from one of their client communities, SAFEbuilt commissioned an independent third-party inspection firm to perform audits

on their inspection process for single-family homes. The purpose of the audit was to evaluate the process and identify deficiencies where possible training opportunities may exist. SAFEbuilt then decided to expand the scope of the audits to include other client communities in northern Colorado to ensure consistency and quality of service across the board. SAFEbuilt staff met with Windsor Town Manager, Community Development and Planning management in October 2020 to discuss the scope and process used to complete the audits before proceeding.

The enclosed presentation materials provide an overview of the findings of the audits undertaken in Windsor and actions that SAFEbuilt is taking as a result. SAFEbuilt will present these materials and be available for any follow up Town Board questions.

Russ Weber with SAFEbuilt provided the Board with a quality assurance audit presentation.

5. Board Liaison Reports

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

Town Board Member Charpentier reported that there are no updates with the Clearview Library Board for this meeting.

Town Board Member Charpentier reported that the Chamber continues to have open houses and ribbon cuttings.

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

Town Board Member Wilson reported that from the Larimer County Behavioral Health Policy, Carol Bennis from ChildSafe Colorado (<https://www.childsafecolorado.org/>) presented the BHPC with a virtual site visit and overview of her agency's work.

Mission: Our mission is to break the cycle and heal the trauma resulting from childhood abuse and neglect with specialized treatment, education, and community outreach.

Katina Norwood and David Rout from Homeward Alliance (<https://www.homewardalliance.org/>) presented a video tour of their agency's work on the FUSEexpansion project.

Mission: Empowering Individuals and Families who face homelessness to survive, move forward, and thrive.

Barry Wilson was elected as the first Chair of the Behavioral Health Policy Council. The BHPC consists of a County Commissioner, a representative from each of the 8 municipalities within Larimer County, and 6 at-large members. The BHPC Chair duties include: The Chair shall be principal executive officer of the Behavioral Health Policy Council and as such, shall, when present, preside at all meetings of the BHPC. Duties to preside shall include, ensuring a quorum to start meetings, lead discussions and decisions made by the Council as well as submit motions for review. The Chair shall have the same right as any other member of the Council to vote on motions before the Council and speak for or against them. The Chair shall provide information and input for the preparation of the agenda for BHPC

meetings. The Chair shall act as the official spokesperson for the Council and enforce all by-laws. The Chair shall sign all documents approved by the BHPC, when necessary. The Chair may represent the Council's interest in transactions with the Larimer Board of County Commissioners. The Chair shall assign and delegate any such responsibilities as needed. In general, the Chair shall perform all duties incident to office and such other duties as may be prescribed by a majority of the members of the BHPC, within the Council's authority.

Town Board Member Wilson reported that the Planning Commission met last Wednesday and all items were quasi-judicial which will all come before the Board.

- Mayor Pro Tem Bennett – Water and Sewer Board, 34, and I-25 Coalition's
Mayor Pro Tem Bennett reported that the Water and Sewer Board will meet next week.

Mayor Pro Tem Bennett reported that the I-25 Coalition met last Wednesday and had two guest speakers. Matt Gray who is a State Representative in House District 33 out of Broomfield and Faith Winter out of Senate District 24 who presented on a transportation bill and funding.

Mayor Pro Tem Bennett reported that the 34 Coalition met last Thursday and are finalizing the design for 35th and 37th Avenue in Greeley on Highway 34. The 17 and 34 interchange, CDOT is ready to do a virtual or online open house to get public feedback. The 34 Coalition wants to review its mission and will meet in March and April to review priorities. Scott James was selected as the new chairperson.

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

Town Board Member Cline reported that the Historic Preservation Commission will not be meeting for at least another month as they meet quarterly.

Town Board Member Cline reported that the Tree Board met at the end of January and are getting ready for Arbor Day. They have made an announcement and video that will be given out to schools in an effort to have kids participate in the Arbor Day calendar challenge. The judges have been selected to pick the winners. The board was able to, with donations, put together the calendar for last year that was missed due to budget cuts from COVID.

Town Board Member Cline reported that Poudre River Trail Corridor Authority met the end of January and another Windsor Representative was selected to serve on the authority, Myles Baker is now the Windsor liaison on the Board and is excited to have someone who is a Larimer County representative to help broaden the perspective of the trail. The experience in partnership subcommittee has been reviewing the cycling without age program and been meeting with a marketing group to update the logo and other things.

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

Town Board Member Tallon reported that the museum has changed their logo and patches. The museum has brought in a bunch of new acquisitions. Discussed at the meeting were the goals for administration, there are twenty-two major projects being looked at. Creation of the business division for the departments and they are putting a division together that is looking at businesses they are working with within the Park and Rec. Parks goals include creation and implementation of legal standards, completion of the system wide depreciation program, and cemetery landscaping projects. Discussion on all of the projects with trails were covered. Implementation of public swimming lessons and the creation of a public art commission were discussed. Looking at hot air balloon launch permit fees and determining if they need to be increased.

Town Board Member Tallon reported that Great Western Trail Authority has paid back the loan from the Town of Windsor. The trail manager's report covered the railing being installed at all the County Roads. The extension for the CDOT grant that was requested was approved. There is still an issue with horses tearing up the trail and the authority is looking at options on how to proceed.

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

Town Board Member Sislowski reported that there is no report as both boards will be meeting in the next two weeks.

- Mayor Rennemeyer - Downtown Development Authority, North Front Range MPO Mayor Rennemeyer reported that there is no update with the Downtown Development Authority at this time.

Mayor Rennemeyer reported that the North Front Range MPO held their monthly meeting last week where members discussed the projects that are in the ten-year pipeline and received an update from Evans regarding the project at 37th Street and Hwy 85.

6. Public Invited to be Heard

Mayor Rennemeyer read the following statement:

I have a letter that I would like to read to the Town Board, to the staff and to all my fellow Windsor residents. I want to take a moment to address and provide finality on two matters that should have been settled weeks ago. In our last scheduled meeting of the year, December 14th, Windsor's Town Manager Shane Hale and our Economic Development Director Stacy Miller presented our board with three options regarding business recovery options related to the Food Delivery Service program. We could hold a special meeting, wait until the next regular board meeting in mid-January, or we could direct staff to respond quickly on an opportunity to bring relief to local restaurants. Six out of our seven board members preferred that our Town Manager execute the contract without any delay. Six out of our seven board members felt a sense of urgency to support our local business community. At the start of January—during our first work session of the year—Windsor's Town Manager and our Economic Development Director once again addressed the board, updating the board that the contract had not been executed and asking once again if we would like to formally adopt the contract or to have our Town Manager act expeditiously.

Once again, six out of our seven board members preferred that our Town Manager execute the contract when it was ready. Seven out of... I'm sorry, six out of the seven board members felt a sense of urgency to support our local business community. Windsor's Town Board continues to watch, listen, learn and decide through this process. The Town of Windsor has supported a multitude of business recovery efforts over the past year providing \$100,000 in marketing grants, allowing sales tax deferrals, and supporting the Larimer County and Upstate Colorado Funds for business recovery. Currently, the Town of Windsor is administering over \$140,000 in grants for local businesses through the State of Colorado and just co-launched the only municipal 5-star inspection program in the state. We are doing this in conjunction with the Cities of Greeley and Evans and this program will allow participating Windsor businesses to operate at an increased capacity once safety metrics have been met. We supported the Chamber of Commerce and through them granted PPE money and a "shop local" program. The Town took picnic tables from community parks and loaned them to restaurants in need as a way to increase our outdoor dining options. We participated in a program with our Downtown Development Authority to find permanent outdoor furniture for businesses. We purchased heaters and outdoor greenhouses, some of which you may have seen around town recently. With businesses in mind, we directed federal CARES Act funding and put our focus on the local business community. Under the leadership of the Town Board and myself as your Mayor and the guidance of our Town Manager through the Emergency Ordinance, Windsor staff have been instructed to act and act swiftly. We've designated downtown parking in support of carry-out ordering. We've shortened liquor license review from 30 to 14 days so the liquor premise could be extended outdoors without any delay. We've waived park use fees in support of Windsor fitness businesses so they could hold outdoor classes when indoor capacity was otherwise restricted. All of these actions were done with my knowledge, input and blessing, and I haven't seen any abuse with the exercise of these powers. All of these actions have been taken under the supervision and support of Windsor's Town Board through the guidance of the Town Manager Shane Hale. Moreover, we will continue to identify additional ways to help Windsor's businesses power through this pandemic and we are going to continue to act quickly. The Town Board was very clear when approving the Food Delivery Service Program. Town Board was well-informed on the actions of the program and decisions [we] were made using Town Board oversight and governance. Additionally, our Town Manager has always consulted with me before taking any action—I can confirm that both he and I have had regular meetings throughout this pandemic. When time has allowed, the entire Town Board has been consulted and regularly updated on these actions. We're done. It's time to lay any issue of wrongdoing regarding the Food Delivery Service Program to rest. While the Town of Windsor continues to deal with the COVID-19 pandemic, we remain in a state of emergency. Until it's deemed completely safe to re-open every school and business to 100% capacity, we remain in a state of emergency. Until our neighbors do the same, we are in a state of emergency. Until the State of Colorado no longer operates under a State of Emergency declaration, locally we will remain, in a state of emergency. Until we can, can travel safely/freely between countries, we remain in a state of emergency on even a national level. Additionally, while I certainly acknowledge that there are some very serious actions that could be ordered by the Town Manager such as a curfew or closing of businesses, any of these actions would require Windsor's Town Board to extend the order after no more than 72 hours. This is a pandemic affecting national and global populations. Until we see this change—we remain in a state of emergency. Our goal is 100% to operate at 100%—but we're not there yet. There hasn't been an abuse of power evidenced by Town Manager Shane Hale's actions. This is yet another matter that needs to be laid to rest.

Regarding Windsor's Emergency Declaration, I expect Town Board to revisit it when deemed appropriate. Like all of our decisions, the Town Board will consider safety data and state metrics. If needed, we will continue to act swiftly and have [and have] instructed our Town Manager to do the same. In short, the Town Board will continue to lead and support efforts that back local businesses while recognizing that we're in the midst of a pandemic that goes beyond Windsor's taxpaying borders. We will do everything in our power to support local businesses and that starts with me, your mayor. Thank you.

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

B. CONSENT CALENDAR

1. Minutes of the January 25, 2021 Town Board Meeting - K. Frawley, Town Clerk
2. Report of Bills - January 2021

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

C. COMMUNICATIONS

1. Communications from Town Attorney
2. Communications from Town Staff

Per Chief Klimek, on March 27th Windsor will be hosting with the help of the Rec department the Polar Plunge and would encourage any Board members or staff who would like to participate to sign up.

3. Communications from Town Manager

Per Mr. Hale, the monthly Enviso report is included in the packet.

- a. Monthly Board Report

4. Communications from Town Board

D. 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 to Agricultural Land Purchase – John Thornhill, Community Development Director

Town Board Member Charpentier moved to enter into 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 agricultural land purchase, 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.

Upon a motion duly made, the Town Board entered into an Executive Session at 8:10 p.m.

Upon a motion duly made, the Town Board returned to the Regular Meeting at 8:52 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 8:52 p.m.

E. ADJOURN

Town Board Member Charpentier moved to adjourn, Mayor Pro Tem Bennett 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 meeting was adjourned at 8:41 p.m.



Karen Frawley, Town Clerk