



## TOWN BOARD REGULAR MEETING

April 12, 2021 - 7:00 PM

Town Board Chambers, 301 Walnut Street, Windsor, CO 80550  
Please click this URL to join. <https://windsorgov.zoom.us/j/97851702593>  
OR join by telephone at (888) 788-0099 or (877) 853-5247  
Webinar ID:978 5170 2593

## MINUTES

### A. CALL TO ORDER

Mayor Rennemeyer called the meeting to order at 7:06 p.m.

#### 1. Roll call

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

Also Present:

Shane Hale, Town Manager  
Ian McCargar, Town Attorney  
Rick Klimek, Police Chief  
Aaron Lopez, Police Commander  
John Thornhill, Community Development Director  
Eric Lucas, Public Services Director  
Carlin Malone, Chief Planner  
Desa Blair, Civil Engineer  
Dean Moyer, Finance Director  
David Eisenbraun, Senior Planner  
Stacy Miller, Economic Development Director  
McKenzie Payne, Visual Media Coordinator  
Ben Bodiker, Communications Intern  
Karen Frawley, Town Clerk

#### 2. Pledge of Allegiance

Mayor Rennemeyer asked Mayor Pro Tem Bennett to lead the pledge of allegiance.

#### 3. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration

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

#### 4. Proclamation

- National Library Week Proclamation
- Arbor Day Proclamation

- National Crime Victims' Rights Week

Mayor Rennemeyer read the proclamations aloud.

## 5. Board Liaison Reports

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

Per Mr. Charpentier, there are no updates to provide on the Chamber of Commerce since the last update.

Per Mr. Charpentier, the library has just finished the public input meetings on the new library branch and admin office.

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

Town Board Member Wilson provided Mayor Pro Tem Bennett with his update to report.

- Planning Commission - No update.
- Behavioral Health Policy Council (BHPC)... this has been provided to Karen so links will be in meeting minutes:
  - The BHPC heard from 2 Impact Grant recipients:
    - **Northern Colorado Health Network:** Since 1983, Colorado Health Network (CHN) has sought to innovatively and equitably meet the evolving needs of individuals in Colorado living with and at risk of acquiring HIV and other health conditions. See their website for more information: <https://coloradohealthnetwork.org/>
    - **Front Range Exceptional Equestrians** provides social, physical and emotional development through horsemanship.

Video: <https://www.youtube.com/watch?v=NAb2tB3BhHU>.

Website: <https://fronrangeexceptionalequestrians.org/>.

Larimer County and all 8 municipalities within Larimer County, including Windsor, will declare May as Mental Health Awareness Month with a proclamation.

The BHPC received an overview of **Colorado Behavioral Healthcare Council (CBHC)** which engages in legislative and community action for behavioral health. See link for more details: <https://www.cbhc.org/what-we-do/legislative-and-community-action/>

The BHPC reviewed 2019 Grants Summary Dashboard: <https://www.larimer.org/behavioralhealth/impactfund-portfolio-review>

The BHPC Reviewed the **Larimer County Behavior Health Services (BHS) Annual Report:**

<https://www.larimer.org/behavioralhealth/impactfund-portfolio-review>

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

Per Mayor Pro Tem Bennett, the Water and Sewer Board will meet this Wednesday. Water and Sewer Board has an Ad Hoc committee that is focused on public outreach and public education on the importance of water

and conservation. They took on a big project working with CSU extension office and the Town's communications department and presented the Colorado Landscapes Basic Course. Three sessions were held on YouTube, first on lawn care, second on trees and shrubs, and third on water wise landscaping. As of several weeks ago, there was right at one-hundred people who participated in those. They are still available on YouTube and can still be viewed.

Per Mayor Pro Tem Bennett, the I-25 Coalition met last week as did the 34 Coalition. Both groups have had conversations for several months anticipating an increase in funding both State and Federal funds for transportation. There are no real definitive answers about how much or how it will be distributed, but the message continues to be optimistic that there is going to be some type of additional State and Federal transportation funds in the coming year or years. There is a private group proposing to take over the express lanes from 120th in North Denver up to State Highway 56 which is the Berthoud interchange. It would be a private industry toll road but they would take it away from CDOT and it would be ran by a private entity.

Per Mayor Pro Tem Bennett, the 34 Coalition are continuing with the County Road 17 and 34. The Northwest corner of that is in the Town of Windsor. They are currently looking at redesign of that intersection because it has a lot of congestion and high crash rates. The issue is there is no money, but they are still moving forward with design. There will be a virtual open house in the coming weeks, however no dates have been set yet. Since they don't have any funds for the implementation of the design, according to CDOT is have some sort of a temporary treatment to deal with some of the congestion and crash data.

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

Per Ms. Cline, the Historic Preservation Commission will meet on Wednesday so no updates at this time.

Per Ms. Cline, the Tree Board met on March 23 and mainly talked about the Arbor Day and Skyview Elementary was selected as the Arbor Day School for this year. This Friday, they are having the Arbor Day celebration for Skyview which will be hosted via Zoom. There is a tree sale that is set for this Saturday at the Public Works Facility.

Per Ms. Cline, the Poudre River Trail Corridor Authority met last Thursday and covered the Cycling Without Age program. They are hoping to have everything lined up so they can start the program in May. They are looking at insurance for the program as well as director and board insurance so they are covered should anything happen. The authority is also moving forward on a new marketing program to revise and revamp some of the website and marketing materials. With the current legislation in Washington, they are also trying to get a shovel ready program together and are looking at a consultant. The sub-committee is working on putting together information for an annual report to report out what has been done over the past two years to get ready for budget requests for the upcoming budget cycle. The authority is working on the trail-a-thon and looking at doing something for the month of June and trying to tie it into multiple events possibly a scavenger hunt.

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

Per Mr. Tallon, the Parks, Recreation and Culture Advisory Board had planned to meet at the Riverwalk to look at the work being done on the project, but due to weather had to be pushed off to the May meeting.

Per Mr. Tallon, according to the Great Western Trail Authority the trail is in good condition but the issues with horses still continue. The counts on the trail was down last month possibly due to the storm.

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

Per Mr. Sislowksi, the Windsor Housing Authority has no updates at this time.

Per Mr. Sislowksi, the Windsor Severance Fire District met on April 8th. They started off with badge pinning of three newly promoted engineers and three newly promoted firefighters. The fire board discussed the strategic plan which runs through 2021. They are currently working on developing a new strategic plan that will run from 2022 through 2026 and a draft copy will be going out to the board soon. The life safety educator, Rebecca Clark was selected to be the president of the Colorado Risk Reduction Network. Chief Kazian was also nominated to represent the Fire Chiefs on the Colorado Homeland Security Advisory Council. There was a recap on the status of Fire Station 4 provided. A discussion was also had on the fire impact fees.

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

Per Mayor Rennemeyer, there are no updates from the Downtown Development Authority.

Per Mayor Rennemeyer, an environmental justice plan was previously presented to the North Front Range MPO which addresses several environmental justice topics and was approved at the last MPO meeting. The transportation improvement program is not seeing any new projects being funded within fiscal years 2022 and 2023 so there are no projects to discuss. The budget is being carried forward. The mobility program that has the one call one click program mostly used in Fort Collins and Loveland needed additional funding and was approved and passed. The former Mayor of Severance resigned and was the Chair of the North Front Range MPO since the first of the year and Mayor Karspeck, Mayor of Berthoud was the vice-chair and has been placed as chair, the upcoming meeting in May the new vice-chair will be selected.

6. Public Invited to be Heard

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

B. CONSENT CALENDAR

1. Minutes of the March 22, 2021 Regular Town Board Meeting - K. Frawley, Town Clerk

2. Resolution No. 2021-16 - A Resolution Approving An Exclusive Negotiation Agreement and Letter Of Intent Between and Among The Town of Windsor, Windsor Downtown Development Authority And Tribe, LLC, With Respect To Downtown Redevelopment - - Ian D. McCargar, Town Attorney

With the selection of Tribe, LLC, the Town Board and DDA instructed staff to work out an agreement for initial services to take place over the near-term, with the intention that a binding redevelopment agreement would evolve through Tribe's efforts. Attached is the Exclusive Negotiation Agreement and Letter of Intent ("ENA").

The ENA is largely aspirational, but sets the parties on a path toward mutual establishment of redevelopment priorities. If those priorities are mutually-approved, the parties will enter into a formal redevelopment agreement with enforceable terms. The DDA has approved the ENA, as has Tribe.

The reference to Section C (2) in Section 4 of the attached Resolution speaks to the ability of the parties to extend negotiations as necessary to arrive at agreed redevelopment terms. This permission for Town Manager action will enable continued negotiations if the Town Manager and DDA Executive Director feel it is needed. The formal redevelopment agreement will require Town Board and DDA Board approval by Resolution.

3. Report of Bills March 2021 - D. Moyer, Director of Finance

4. Resolution No. 2021-20 - A resolution vacating a portion of a utility easement in Lot 10, Block 2 in the Raindance Subdivision Ninth Filing Lot 10, Block 2 is in Raindance 9th Filing.

Raindance 9th Filing is a single family development that is located directly east of Colorado Blvd and north of Raindance 8th Filing, which is directly north of New Liberty Road. A 10-foot utility easement was inadvertently drawn along the western edge of Lot 10, Block 2 and needs to be vacated. The easement is unnecessary now and in the future.

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

#### C. BOARD ACTION

1. Public Hearing - Final Major Subdivision - Raindance Subdivision 15th Filing – David Nelson/Martin Lind, owner/applicants, and Tom Siegel, applicant's representative

The applicant, Mr. Lind, has submitted, on behalf of the owner Mr. David Nelson, a final major subdivision plat known as RainDance Subdivision Fifteenth Filing. The subdivision encompasses approximately 81 acres and is zoned Planned Unit Development (PUD) and is designated for single family residential.

Preliminary Plat characteristics:

- 81 total acres
- 292 detached single-family homes
- Density: 3.5 du/ac
- Total open space including drainage: ~ 9.6 acres (12%)

- Parks: Two small pocket parks, for additional amenities, however, the overall park requirement is not applicable due to location proximity of Raindance Community Park (owned and maintained by metropolitan district).

As required with a major subdivision submittal, the applicant held a neighborhood meeting on February 11, 2021 in accordance with Chapter 16, Article XXXI, and Chapter 15, Article III, of the Municipal Code. There were no attendees and no public comments have been received to date by the planning staff or the applicant.

The Municipal Code requires a public hearing notification for a final major subdivision.

Notifications for this meeting were as follows:

- March 18, 2021 – affidavit of letters mailed to property owners within 300 feet
- March 26, 2021 – legal notice posted on the Town of Windsor website
- March 26, 2021 – development review sign posted on the property
- March 26, 2021 – legal ad published in the paper

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

Per Mr. Eisenbraun, these lots are known as the golf course lots as they are situated along the new Raindance golf course. These lots sit North of New Liberty and East of Colorado Boulevard and along Covered Bridge Parkway. They are all within the Raindance PUD and are within estate residential zonings. At the April 7, 2021 meeting, Planning Commission forwarded to Town Board a recommendation of approval of the final major subdivision as presented.

**Town Board Member Tallon moved to close the public hearing, Mayor Pro Tem Bennett seconded the motion. Roll call on the vote resulted as follows; Yeas - Bennett, Charpentier , Cline, Rennemeyer, Sislowski, Tallon; Motion Passed.**

2. Resolution No. 2021-17 - A Resolution Approving a Final Major Subdivision – Raindance Subdivision 15th Filing - David Nelson/Martin Lind, owners/applicants, and Tom Siegel, applicant's representative  
Please see public hearing item.

Per Mr. Eisenbraun, nothing further to add.

Mayor Pro Tem Bennett read the following aloud, from Town Board Member Wilson, he was present at the Planning Commission meeting where this item was presented and has no issues with this specific filing. He does however have the same concerns as before regarding the cumulative effect of each filing together in terms of transportation. Questions about if the traffic study is accurate and if the Town is raising enough funds for the transportation needs. Mr. Siegel stated that in conjunction with various filings within Raindance, from time to time Town Board and staff has asked for the current traffic studies to be update in which they have been.

Town Board Member Sislowski stated for clarification, what he heard is that there was an updated traffic study done relating to the two new developments, but this study didn't suggest that there were any new changes? Mr. Eisenbraun responded that was correct.

**Town Board Member Tallon moved to approve Resolution number 2021-17, Board Member Cline seconded the motion. Roll call on the vote resulted as follows; Yeas - Bennett, Charpentier , Cline, Rennemeyer, Sislowski, Tallon; Motion Passed.**

3. Second Reading of Ordinance - Rezone - Hoehne Subdivision 1st Filing, Block 2, Tract B - Cindy Hoehne, Owner/Co-applicant, and Les Kaplan, Co-applicant

The applicants, Cindy Hoehne, and Les Kaplan, represented by Melanie Foslien of Northern Engineering, have submitted a rezoning application to rezone 4.36 acres from GC (General Commercial) to RMU (RMU-1) (Residential Mixed Use) Zone District. The proposed rezoning is located west of and adjacent to 15th Street, south of and adjacent to Westwood Drive, and north of Walnut Street and Westwood Village Park. The subject rezoning plat includes a 3.79-acre parcel plus adjacent right-of-way to the centerline of 15th Street and centerline of Westwood Drive.

The property is currently agricultural with one single-family residence and is surrounded by following zoning and land uses:

North: GC (General Commercial); Safeway shopping center (Hoehne Subdivision 1st Filing) South: SF-1 (Residential, Single-family); Westwood Village Park and single-family residential (Westwood Village Subdivision 2nd Filing) East: SF-1 (Residential, Single-family); single family residential (Westwood Village Subdivision) Northeast: GC; Medical Facilities and Assisted Living – Columbine Health (Westwood Village Subdivision 5th Filing) West: RMU-1 (Residential Mixed Use); agriculture (Hoehne Subdivision 1st Filing)

Per Section 16-5-20 of the Town's Municipal Code, an applicant requesting a zoning map amendment must submit to the Town a petition and justification for the rezone. The property was zoned commercial at the time the Safeway shopping center was rezoned. The subject parcel has remained agriculture/undeveloped since this time. The property owner has petitioned to rezone the property to residential because there has been little interest for commercial development on the subject property due to the location behind the commercial center and rezoning to residential would tie into the existing residential development (east and south) and residentially zoned (to the west). Additionally, the RMU (RMU-1) zone district provides an appropriate transition from single-family residentially zoned property to the south to the GC (General Commercial) zoned property to the north.

The subject rezoning application constitutes an amendment to the Town's Official Zoning District Map. In accordance with Article XXIII of Chapter 16 of the Municipal Code, the rezoning from GC to RMU (RMU-1) is in compliance with the Town's 2016 Comprehensive Plan goals and objectives, as outlined below. The applicant held a neighborhood meeting on February 2, 2021. There were five attendees and two of the five attendees identified themselves as neighbors. Please refer to the enclosed meeting summary for topics discussed at the meeting. The main topic was the uses allowed in the GC zoning district as compared to the proposed RMU (RMU-1) zoning district, and the RMU (RMU-1) zone district allowable building height and density. Other questions were related to future development.

### **Conformance with the Comprehensive Plan**

The rezone petition is consistent with the following comprehensive plan goals and objectives:

### **Chapter 5b – Growth Framework**

**Goal:** *Maintain the character of the community while accommodating future growth that is fiscally and environmentally responsible.*

Staff comment: The property is located immediately south of a shopping center (Safeway) and further south of the New Windsor Marketplace, southwest of medical offices and assisted living, southeast of medical offices/urgent care (River Valley Crossing Subdivision), financial businesses, auto services, and restaurants; and north of an existing Town park (Westwood Village Park). The property is located within the Westwood Village neighborhood, located west and north of existing single-family residential.

Future development within an area already served by utilities and services (“infill”) creates less of a fiscal burden on municipalities by having less utility and road infrastructure to maintain on a per unit basis. Additionally, the property is located within an area offering alternative forms of transportation such as walking, biking, and transit. The Poudre Express Route has two stops in close proximity to the subject site, a west-bound to Fort Collins stop on the north side of Main Street/SH 392, west of 15th Street, and an east-bound to Greeley stop on the south side of Main Street, also west of 15th Street.

**Objective 3:** Develop new neighborhoods adjacent to the Town core.

Staff comment: The proposed rezoning is in close proximity to the Town core, being approximately one mile west of downtown and within an established neighborhood.

#### **Chapter 5c Residential Areas Framework Plan:**

**Goal:** *Support diverse housing and residential neighborhoods to meet the needs of varying family sizes, lifestyles, and income levels.*

**Objective 4:** Foster a diversity of housing types and sizes through coordinated land use planning and zoning.

**Objective 5:** Support high density residential development near Downtown, commercial centers, and mixed-use nodes.

Staff comment: The proposed RMU (RMU-1) zoning allows for a mix of residential types. Future development of the property requires a site plan application and an administrative approval. A site plan application for the subject property has not been received at this time. As stated herein, the RMU (RMU-1) zone district offers an appropriate transition between the single-family residential located south of the subject property to the commercial center located to the north.

#### **Notification**

The applicant held a neighborhood meeting on February 2, 2021, virtually via Zoom. A link to this meeting was included in the mailing to adjacent property owners.

Notifications for this meeting were as follows:

- January 20, 2021- display ad published in papers
- January 15, 2021 – affidavit of mailing to property owners within 300 feet

Public Hearing notifications for the Planning Commission and Town Board meetings were completed in accordance with the Municipal Code as follows:

- February 19, 2021 - applicant mailed letters to surrounding property owners
- February 24, 2021 – development signs posted on property
- February 26, 2021 – public notice published in newspapers
- February 24, 2021 – public hearing notice published to Town website

Per Ms. Malone, this is the second reading of the Hoehne rezone and nothing has changed since the first reading.

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

**Mayor Pro Tem Bennett moved to approve Ordinance number 2021-1622 on second reading, Town Board Member Sislowski seconded the motion. Roll call on the vote resulted as follows; Yeas - Bennett, Charpentier , Cline, Rennemeyer, Sislowski, Tallon; Motion Passed.**

4. Resolution No. 2021-18 Authorizing and Approving the Town of Windsor's Participation in the Metro Mortgage Assistance Plus Program

Town staff were contacted by representatives involved with the metroDPA program to inquire if the Town Board would consider approval of a participation agreement and resolution that would allow the Town of Windsor to be considered a participating Town with the City and County of Denver, which is the sponsor for the program. Other communities currently participating include Larimer County, Greeley, Evans, Berthoud, Mead, and members of the Metro Mayors Caucus. A total of 44 jurisdictions in the Front Range area are actively benefitting from metroDPA.

The metroDPA Program is unique among similar programs available in other states in that the program is administered at the county level instead of at the state level. The program is designed to offer assistance to qualified borrowers in the form of a variety of 30 year fixed rate first mortgage options and down payment assistance. For example, aid can be provided in the form of assistance set as a percentage (up to 6% depending on loan type) of the overall note and the aid can be applied toward down payment or closing costs. The full amount of aid is provided as a silent second mortgage (0% interest) and forgivable monthly over 36 months.

The Town Attorney has negotiated a modification to the "hold-harmless" language in Section 3 of the Delegation and Participation Agreement to address Town Board Member Sislowski's concerns. The new language conditions any Town obligation under this section on limitations and permissions provided under the Colorado law. The Colorado Constitution states that the Town cannot take on any future-year fiscal obligations or take on Denver's fiscal obligations. Mr. McCargar will be on-hand to explain this further during discussion of this item.

This is a program that provides an opportunity for homebuyers who qualify for a mortgage in all ways except they don't have the down payment saved up to make a down payment. This program provides thirty-year fixed rate mortgage either FHA, VA, or Conventional loan and an option available to the home owners of either three to five percent down payment assistance. Minimum credit score is 640, qualifying income is capped at \$150,000.00 on a loan application, and it is open and available to any home owner looking in an approved area. This

program does not need any federal, state, or local funding and is a self-sustained program.

Town Board Member Cline asked how a potential home buyer ask for this program? Mr. Johnson responded that there is a website at metrodpa.org with more information and contact information.

Town Board Member Charpentier stated that he has spoken with representatives and although he is in favor of the program, he finds it unfortunate that from what he can tell, there is really only one lender a person can use which is US Bank that is around this area.

Town Board Member Sislowksi stated that he and the Town Attorney have had some exchange on this and all along he has voiced the same concern as Mr. Charpentier just voiced that he would not want to see the government involved in a program that is competing against local banks. Town Board Member Sislowksi stated that if it is not competing against local banks, he does believe it is a good program but has heartburn over the section three and the hold harmless provision. Town Board Member Sislowksi stated that he like the overall program but not the agreement and if they are asked to approve both tonight he will vote against it.

Mayor Rennemeyer stated that he is excited about this program as it was one of the strategic initiatives that the Town Board laid out for the next two years of trying to offer assistance to home buyers in Windsor either by affordable housing or down payment assistance and will be voting for this.

Mayor Rennemeyer opened the meeting for public comment, Mr. Shane Mares at 1772 Country Sun Drive. Mr. Mares stated that his family is moving from Loveland and when they were starting to look at houses they were intrigued by Windsor but also slowed down due to other Towns and Counties having access to the metroDPA program. His opinion is that additional programs in the home buying market help home buyers and any option that reduces the monthly mortgage payments for any buyer is going to free up money every month that they live there. Multiplying that across multiple households across town, the savings could help spend money in Town with the monthly savings. Mr. Mares stated that he believes that Windsor's participation in the program will keep it competitive with neighboring communities.

**Mayor Pro Tem Bennett moved to approve Resolution number 2021-18, Town Board Member Tallon seconded the motion. Roll call on the vote resulted as follows; Yeas - Bennett, Charpentier , Cline, Rennemeyer, Tallon; Nays - Sislowksi; Motion Passed.**

5. Resolution 2021-19 Being a Resolution Appropriating Additional Sums of Money to Defray Expenses in Excess of Amounts Budgeted for the Town of Windsor Colorado for 2020.

In the course of preparing for the annual audit we have some additional items that we need to add through a supplemental Budget for 2020. If you recall earlier this year we did a supplemental budget addressing final acceptance of infrastructure. In that supplement, no money changed hands. This one is different in that these were cash paid by the Town that we had not anticipated in the 2020 Budget. The supplements are similar in that they are necessary to comply with Budget law.

With the Water Fund, our appropriations were exceeded by an increase in Potable Water demand that had not been forecasted. The second item were the funds we

spent for the Water Treatment Plant site purchase. Our actual revenues still exceeded our actual expenditures and this is just a technical adjustment to ensure we don't violate Colorado statutes for exceeding our original appropriations.

The supplement to the CTC concerns the Great Western Trail activity renewed in earnest in 2020 and we did not have an appropriation in place for the pass-thru spending. We had assumed this activity would resume in 2021, but happened in 2020.

**Town Board Member Tallon moved to approve Resolution number 2021-19, Mayor Pro Tem Bennett seconded the motion. Roll call on the vote resulted as follows; Yeas - Bennett, Charpentier , Cline, Rennemeyer, Sislowski, Tallon; Motion Passed.**

#### D. COMMUNICATIONS

##### 1. Communications from Town Attorney

Per Mr. McCargar, last week the Town was asked to submit comments to the Public Utilities Commission on proposed new rail crossing rules that are under consideration by the PUC. Staff is working with the consultant that we used on the quiet zone projects as she has considerable experience with rail crossing work. Windsor will come up with some comments between staff and the consultant that will be consistent with elsewhere in the State.

##### 2. Communications from Town Staff

Per Mr. Eisenbraun, the Eastman Park public open house is coming up the second week of May at the Community Rec Center.

Per Mr. Moyer, in the packet was the December 2020 financial report. It came out how it had been described all year in that the sales tax was up as far as revenue went. Property tax was a little short but will eventually be caught up. When looking at the expenditures, mainly the water fund and conservation trust fund that were over the budget, that has been taken care of with the resolution approved tonight.

##### a. Finance Report December 2020

##### 3. Communications from Town Manager

Per Mr. Hale, as a reminder, the City of Loveland will host a study session tomorrow night regarding metro districts. Invites have been sent out to the Town Board and the meeting will be held via a zoom meeting. The Mayor will host a Transportation Breakfast next Friday at the CRC and staff has reached out to the congressional delegation and sent invites to the meeting. Community Development will be providing an overview of upcoming projects. Reminder that Terry Walker has passed away and his service will be held this Friday at 2:00 p.m. at the CRC in the main gym.

##### a. Monthly Board Report

#### **Focus Area Updates:**

#### **1. Strategic Growth**

The Town has continued its efforts to assess our organizational readiness to ensure a proactive emergency response. Most notably over the past month, Windsor has been in productive discussions with Weld County to ensure operations and communications are clear with Weld County office of Emergency Management.

## **2. Sustainable Infrastructure**

Although we are very early in the Town Boards stated goal of establishing alternate routes to diminish truck traffic on Main Street, work has begun in earnest to do just that. The Town Manager and staff met with CDOT on March 18, 2021 to discuss high level CDOT analysis and required process, and is scheduling a follow up meeting with key elected officials and CDOT Staff. Staff is also working with the consultant studying downtown parking to also collect downtown traffic data in March/April, so we can better define the problem that currently exists. CDOT has provided a draft cost analysis for the relocation of HWY 257 (7th St) to CR 19/Hollister Lake Drive. Town staff is currently reviewing the cost analysis of the swap.

## **3. Vibrant and Healthy Economy**

Town Board and DDA Board met interviewed finalists and chose Tribe Development for the development of the back lots. The Town Board will be presented with a development agreement for their consideration in mid-April. There will be a 90 day due diligence process, where a significant amount of data is viewed (land use, retail leakage study, downtown lease rates, parking analysis, etc.), visioning is conducted, and at the end all parties will know whether there is a development concept that will work. Assuming all entities want to proceed, new timetables will be developed based on what development action will be undertaken.

## **4. Communications from Town Board**

### **E. ADJOURN**

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

Upon a motion duly made, the meeting was adjourned at 8:34 p.m.



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Karen Frawley, Town Clerk