



TOWN BOARD REGULAR MEETING

May 24, 2021 - 7:00 PM

Town Board Chambers, 301 Walnut Street, Windsor, CO 80550
Please click this URL to join. <https://windsorgov.zoom.us/j/94366565964>
OR join by telephone at (888) 788-0099 or (877) 853-5247
Webinar ID:943 6656 5964

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
Jess Humphries, Administrative Services Director
Ian McCargar, Town Attorney
Rick Klimek, Police Chief
Eric Lucas, Public Services Director
Dean Moyer, Finance Director
Stacy Miller, Economic Development Director
Tara Fotsch, Deputy Director of PRC
Laura Browarny, Culture Supervisor
Wade Willis, Open Space and Trails Manager
Aaron Lopez, Police Commander
McKenzie Payne, Visual Media Coordinator
Karen Frawley, Town Clerk

2. Pledge of Allegiance

Mayor Rennemeyer asked Town Board Member Cline 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 written, 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. Board Liaison Reports

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

Town Board Member Charpentier reported that there is no report as neither board has met since the last provided update.

- Town Board Member Wilson - Planning Commission, Larimer County Behavioral Health Policy Council
Town Board Member Wilson reported that there is no report as neither board has met since the last provided update.
- Mayor Pro Tem Bennett – Water and Sewer Board, 34, and I-25 Coalition’s
Mayor Pro Tem Bennett reported that there is no report as neither board has met since the last provided update.
- Town Board Member Cline – Tree Board, Poudre River Trail Corridor Authority, Historic Preservation Commission

Town Board Member Cline reported that the Tree Board will meet tomorrow and complete the review of the tree health at Eastman Park. The Tree Board also recognized the poster winners last week at Main Park.

Town Board Member Cline reported that the Historic Preservation Commission on May 12th went on a tour of Downtown Windsor as a preview before it is released to the public.

Town Board Member Cline reported that the Poudre River Trail Corridor Authority has not met but will have an opening for the Weld County position due to a resignation as of June 1st.

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

Town Board Member Tallon reported that there is no report as neither board has met since the last provided update.

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

Town Board Member Sislowski reported that the Fire District met and released the monthly report for responses year to date with a total of eight-hundred and three responses. The bulk of the responses were rescue emergency calls. Fire Personnel Brian Pegg received professional credentialing from the Center of Public Safety Excellence. There are only five-hundred and fifty-five individuals who are certified with this credentialing worldwide, there are three others in the Windsor Severance district that hold the designation. There we also promotions of Jordan Spight and Brent Jungemann to the rank of Lieutenant; Ben Guffey and Brain Pegg to the rank of Engineer and firefighters Cara Dunsmoor, Travis Grenz, and Zane Boren from part-time firefighters to full-time firefighters. There was a welcome to newly-hired Battalion Chief Travis Chapman as well. Saturday, June 12th at 9 a.m. is the station 4 ground breaking and at 10 a.m. to 2 p.m. is the open house at station 1. The board voted to revoke the emergency ordinance they adopted in April of 2020. The district has entered into an IGA with Larimer County for the collection of fire impact fees related to development in the unincorporated areas of the district and will seek to do the same in Weld County as well.

Town Board Member Sislowski reported that the Windsor Housing Authority reported that the Golden Meadow's project did not receive approval by CHAFA but was described as a very excellent proposal and encouraged to reapply in the near future. Larimer Housing Authority indicated they have several projects that have taken two or three times before they would finally receive approval. There are no significant maintenance issues with any of the facilities but do have some other hardware that has to be maintained.

There was a discussion about Governors Farm being an affordable housing property that was done under the agricultural department with a loan and the current owners have asked about paying off the loan. There is some concern that if they do, it will no longer be restricted in terms of rents and affordable housing. The Housing Authority is getting involved with that about what can be done. The Housing Authority have revised and updated their website, they are asking the public for feedback on the update in an effort to make it more user friendly.

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

Mayor Rennemeyer reported that there is no report from the North Front Range MPO as it has not met since the last provided update.

Mayor Rennemeyer reported that the Downtown Development Authority reported on the Entertainment District behind the Tavern that has been under study including the surrounding neighbors regarding noise and other concerns. The Authority was presented with a flyover of what it could look like with a stage and seating set up. The Authority also reported that one of the Town's former staff from the Planning Department, Josh Olhava has accepted the role as the Director of the Downtown Development Authority and will be replacing Matt Ashby as the Director in mid-June.

5. Public Invited to be Heard

Mayor Rennemeyer opened the meeting up for public comment.

Jay Mendoza, Business Relationship Director with Poudre Valley REA addressed the Board to introduce himself as he is new to the position.

B. CONSENT CALENDAR

1. Minutes of the May 10, 2021 Town Board Meeting - K. Frawley, Town Clerk
2. Resolution 2021 - 28 - A Resolution Approving and Adopting the May 14, 2021, Intergovernmental Agreement Regarding 7th Street Pedestrian Bridge Construction, Maintenance and Right-of-Way Encroachment Between and Among the Town of Windsor, The Poudre Tech Metropolitan District, and the Raindance Metropolitan District No. 1 - O. Herrera, Deputy Director of Engineering
The Town has partnered with the Poudre Tech and Raindance Metro Districts to design and build a pedestrian bridge over 7th Street east of where Hilltop Dr. would intersect 7th Street at the top of the hill. Installation of the bridge will eventually open up trail connectivity to several subdivisions in south Windsor to the regional trail along 7th Street and several trails in Water Valley.

3. Intergovernmental Agreement with the Cities of Loveland and Fort Collins for the use of the Northern Colorado Law Enforcement Training Center - R. Klimek, Police Chief

The cities of Loveland and Fort Collins entered into a mutual partnership to construct a comprehensive, state-of-the-art public safety training facility near the Northern Colorado Regional Airport in Loveland. The facility opened in early 2021 and other regional partners have been invited to use the facility.

Town Board Member Tallon moved to approve the consent calendar, 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. Ordinance 2021 - 1624 An Ordinance Establishing the Town of Windsor Community Art Program, Establishing the Windsor Arts Commission, and Adopting the Town of Windsor Community Art Policy

In late 2019, the Town adopted a new Public Art Master Plan created with the objective of identifying specific sites for public art, informing the creation of necessary policies and governing bodies, and formalizing guiding principles for the selection of artworks. Subsequently, staff and Town Board have reviewed and discussed the proposed ordinance and guiding policies over two recent work sessions, which have resulted in the ordinance before you tonight.

The proposed Town Ordinance 2021-1624 will establish the Windsor Community Art Program and establish the Windsor Arts Commission as the administrating body of the Community Art Program. The ordinance will also adopt the Windsor community Art Policy, which can be found as Appendix A following the ordinance.

Included in the ordinance are a description of the types of Town Board appropriations that could be set aside to fund Community Art. These funds will be paid into the Community Art Reserve Account, which is established in Sec. 12-10-40 of the ordinance. The Community Art Reserve Account will be credited with all Board allocations, donations, grants, and other contributions and will be used exclusively for expenses related to Community Art.

Sec. 12-10-50 describes the establishment of the Windsor Arts Commission to administer the Community Art Program. It lays out the structure of the commission and the requirements and expectations for commission members, both voting and non-voting. Sec. 12-10-60 outlines administration of the Community Art Program and states that the Parks, Recreation, and Culture Department will provide administrative assistance to the Commission.

A final version of the Windsor Community Art Policy is included as Appendix A of the ordinance. This policy has been revised and finalized by a team from the Parks, Recreation, and Culture Department with guidance from the Town Board and Town Attorney.

Per Ms. Browarny, this ordinance would approve the Community Art Policy which is the same policy that the Board has previously reviewed with a few minor edits. Under the suggestion of the Town Attorney, staff googled WINPAC and found a lot of other political action committees that may present an

undesirable connection to the Town's public art. So the change was made to change the name from WINPAC to the Windsor Arts Commission which was a better fit to include other types of public art such as performing arts. Staff also decided to use the term community art rather than public art because it sets us apart from all the other public art programs in the State but also makes a strong connection back to the Parks, Rec and Culture to build community connection.

Mayor Pro Tem Bennett moved to approve ordinance number 2021-1624, 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.

2. Eastman Park NISP Intergovernmental Agreement

As discussed at the May 10th work session, in 2017 staff was approached by Northern Water looking for properties that could be utilized to meet their wetland mitigation requirements as part of the Northern Integrated Supply Project (NISP). Since adoption in 2015, the Eastman Park South plan called for creating wetlands along the river corridor. When approached by Northern Water, staff immediately identified this as a natural collaboration.

With the completion of Phase 1 of the Eastman River Experience Project and the design and permitting process underway for Phase 2, staff is presenting an IGA that we have developed with Northern Staff to dedicate approximately 9 acres on the south side of Eastman Park in exchange NISP will provide up to \$2,250,000 in funding for the design, wetlands and additional amenities within Phase 2.

Per Mr. Willis, nothing has changed since the presentation to Town Board at the May 10th Work Session.

Town Board Member Tallon moved to approve resolution number 2021-29, 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.

3. Resolution 2021-30 approving the FCT Assembly Incentive Agreement

Economic Development staff began meeting with representatives from Florida CirTech about FCT Assembly in November of 2020. Florida CirTech is a local advanced manufacturing and materials company with offices in Fort Collins and Greeley and have several divisions within the organization. Florida CirTech was founded in 1991 in Florida, USA by Mike Scimeca. The company began as a developer and manufacturer of proprietary chemicals for the electronics assembly and printed circuit board fabrication industries.

For their Windsor location they are looking to expand their solder paste manufacturing line called FCT Assembly, and have identified some space in the new building at 7345 Greendale Road. They are looking at doing a tenant finish for unit 3, almost 10k sq. ft. of space. They will be relocating 20 employees to the site, 10 from Fort Collins office and 10 from the Greeley office and adding 10 more in the first five years. The existing jobs are not included in the Economic Impact Analysis and both communities have been notified about the possible relocation of jobs from their community.

Below is a project review:

FCT Assembly New Development Project

Total Initial Project Investment:

Land \$825,000.00

Equipment \$150,000.00

Building Size 9,568 sq. ft.

Total building project cost \$975,000.00

10 year net fiscal economic impact \$126,338.00

(Includes personal property tax)

Average employee Salary \$60,000.00

Relocated jobs (not included in estimates) 20

New Full time jobs (3 immediate rest 3-5 years) 10

Town Board Member Tallon moved to approve resolution number 2021-30, 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, no communications.

2. Communications from Town Staff

a. Windsor Police Department April 2021 Statistical Report

b. Financial Report February 2021

Per Mr. Lucas, Fort Collins over the weekend had eight river rescues and Windsor had one today upstream of the Riverwalk at Eastman Park. Just a reminder if you are using the river to not cross the low head dams, they are very dangerous and can kill you. If you are choosing to get on the river and use it, please wear a life jacket and know before you go.

Per Ms. Fotsch, staff followed up with Mr. Knowles who addressed the Board at the last meeting regarding his concerns with the playground equipment at Main Park. Staff did do an inspection and everything was tightened and maintenance was performed.

Per Mr. Moyer, in the packet is the Financial Report for February and we are up twelve-percent over last February. The Construction Use fund is at the end of February at fifty-one percent of annual collection. Property tax through February, the Town has not collected any yet, but by the end of April we should be back to normal.

Per Ms. Miller, a link to a free webinar was sent out to the Board for this Wednesday at 10:30 a.m. regarding retail and restaurant trends.

Per Commander Lopez, echo the sentiments of Mr. Lucas by reminding everyone to be safe on the rivers.

Per Chief Klimek, the crime stats that were in the packet shows that activity is up across the board for year to date and they continue to grow at a very rapid pace.

3. Communications from Town Manager

Per Mr. Hale, no communications.

4. Communications from Town Board

Mayor Rennemeyer reminded the public that there will be a Memorial Day Ceremony at the Lakeview Cemetery at 9:00 a.m. on Monday that he will be speaking at. The American Legion that will be performing Taps and a twenty-one gun salute honoring those that made the ultimate sacrifice.

E. ADJOURN

Town Board Member Tallon moved to adjourn, 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.

Upon a motion duly made, the meeting was adjourned at 7:37 p.m.



Karen Frawley, Town Clerk