



TOWN BOARD REGULAR MEETING

February 14, 2022 - 7:00 PM

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

MINUTES

A. CALL TO ORDER

Mayor Rennemeyer called the meeting to order at 7:16 p.m.

1. Roll call

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

Appeared remotely in
Accordance with Resolution
No. 2021-22:

Victor Tallon

Also Present:

Shane Hale, Town Manager
Ian McCargar, Town Attorney
Rick Klimek, Police Chief
John Thornhill, Community Development Director
Omar Herrera, Deputy Director of Engineering
Scott Ballstadt, Planning Director
Paul Hornbeck, Senior Planner
Kim Lambrecht, Planner I
Kim Emil, Assistant Town Attorney
Robert Shainline, Sergeant
Mike Lucero, Customer Service Manager
Laura Browarny, Culture Supervisor
Kim Overholt, Communications Supervisor
Caitlin Heusser, Museum Curator
Doug Roth, Civil Engineer
McKenzie Paine, Visual Media Coordinator
Karen Frawley, Town Clerk

2. Pledge of Allegiance

Mayor Rennemeyer asked Town Board Member Charpentier 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 Sislowski moved to approve the agenda 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. Proclamation

- National Engineers Week

Mayor Rennemeyer read aloud the proclamation for National Engineers Week.

5. Board Liaison Reports

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

Town Board Member Charpentier reported that the Clearview Library Board continues its work on remodeling the Ash Street facility.

Town Board Member Charpentier reported that the Windsor Chamber of Commerce held its wine walk last Saturday and had over six hundred people registered to attend. Membership is still up and the calendar is full of ribbon cuttings and other events.

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

Town Board Member Wilson reported that the Planning Commission has not met since the last provided update.

Behavioral Health Policy Committee Update from February 7, 2022 Monthly Meeting

Barry Wilson represents Windsor and is the Chair of the Behavior Health Policy Council.

Impact Grantee Virtual Tours

(<https://www.larimer.org/behavioralhealth/impactfund>):

- Mike Doyle from Front Range Exceptional Equestrians presented a virtual tour of his agency's work by sharing a video. Mike then answered Council member's questions. <https://frontrangeexceptionalequestrians.org/>
- Scott Smith from Alliance for Suicide Prevention of Larimer County presented a virtual tour of his agency's work by sharing this presentation. Scott then answered Council member's questions. <https://allianceforsuicideprevention.org/>
- Jenna Coleman from SAFY of CO presented a virtual tour of her agency's work by sharing this presentation. Jenna then answered Council member's questions. <https://www.safy.org/colorado/>

Facility Update:

- Laurie Stolen shared an update on the BHS Facility. All the caissons have been drilled and the concrete forms have been poured, the next step is pouring the concrete walls for the crawl space, and erecting the steel structure. <https://www.larimer.org/behavioralhealth/facility>

Lunch & Learn Presentations:

- Jennifer Wolfe-Kimbell inform the council on updates to the previously planned (in-person) roadshow presentations, now being called lunch and

learn presentations as they're being moved to Zoom for the time being. Presentations will be done in collaboration with SummitStone Health Partners and will be offered monthly on the third Wednesday of each month from 12 - 1 p.m. starting 2/16/22.

- The presentations from February to June will be geared specifically for care providers and first responders, and July to November presentations will be aimed at a more general audience. Recordings of presentations will be made available and posted on the BHS website for anyone who cannot attend during the scheduled time. Presentations for organizations, medical teams, or community groups will also be available upon request.

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

Mayor Pro Tem Bennett reported that the Water and Sewer Board met last Wednesday, and reviewed the Fort Collins Loveland Water District and Windsor purchase agreement that will be coming to Town Board at an upcoming meeting.

Mayor Pro Tem Bennett reported that the US 34 Coalition will meet again in April and has not met since the last provided update.

Mayor Pro Tem Bennett reported that the I-25 Coalition met with the traditional update of ongoing projects.

Mayor Pro Tem Bennett reported that the Windsor Arts Commission is meeting tomorrow night and will continue to work on bylaws.

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

Town Board Member Cline reported that the Tree Board will next meet in person to judge the poster contest. The Arbor Day celebration will be held Thursday, April 14th and the host schools will be Grandview Elementary and the Windsor Charter Academy. The tree sale is open for business and a link is located on the Town's website. Trees will be available for pick up on April 16th between 10:00 a.m. and 12:00 p.m. at the Public Services Facility. The sick tree day will be held on Tuesday, June 28th starting at 4:30 p.m. and has fifty slots open.

Town Board Member Cline reported that the Historical Preservation Commission met on February 9th and are planning to hold an open house at the Art and Culture Center on Friday, May 13th and Saturday, May 14th. More information will be available at a later date.

Town Board Member Cline reported that Poudre River Trail Corridor Authority met on February 3rd and is still in the process of cleaning up the executive committee hiring. The cycling without age has been updated and new marketing materials created. The PPE committee met and discussed how to get the style guide for the new logo out. The PPE committee is looking at working with UNC for social media assistance.

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

Town Board Member Tallon reported that Parks, Recreation and Culture Advisory Board met and reviewed the open space and trails strategic plan draft.

Town Board Member Tallon reported that he was unable to attend the Great Western Trail Authority meeting.

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

Town Board Member Sislowksi reported that the Fire District held its meeting last week, however, was not able to attend.

Town Board Member Sislowksi reported that the Windsor Housing Authority has a meeting coming up tomorrow. There have been some email exchanges with the chair asking if there could be a discussion regarding some of the parking changes in the area of Century III has taken parking from some of the residents and is wanting to see if there is something else the Town might be able to do to assist the residents.

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

Mayor Rennemeyer reported that the Downtown Development Authority has not met since the last provided update.

Mayor Rennemeyer reported that the North Front Range MPO discussed the 2022 call for projects. Mr. Herrera provided an update for upcoming projects for Windsor.

6. Public Invited to be Heard

Mayor Rennemeyer read the following statement prior to opening the meeting to public comment.

Before we open the meeting to public comment and town business, I want to address concerns over the downtown revitalization project.

Over the weekend, residents asked questions and voiced concerns on social media and in emails. Some of the questions included:

- Is the project being approved tonight or at the next meeting?
- How will the project impact the aesthetics of Windsor Lake and downtown?
- What value does this project bring to the residents and business owners?
- Will large summer events continue to happen at the lake?
- If this project happens, where will we park?

These are all fair questions and I want to offer that this project is not being approved today or at the next meeting. As a matter of fact, there is no set time to approve this project because we are in very early stages with the selected developer.

While the scope of the project remains under review, we are diligently working with the Downtown Development Authority and the developer to create a plan for the area that will benefit residents and businesses. As experienced by other communities, adding new development—specifically to the downtown area—can serve as a catalyst for revitalization, often bringing more diverse local shopping and dining options. That said, the Town does want to provide all of the factual details about the project and its history that we can offer at this time.

Town staff are now working to create a webpage that will serve as a clearinghouse for project details. We expect to have it completed this week.

In the meantime, if you've come to provide public comment on the matter, we are happy to hear from you.

Mayor Rennemeyer opened the meeting up for public comment.

Robert Shainline, Sergeant for the Windsor Police Department addressed the Board requesting the Town Board to match the funds that employees contribute to the Special Olympics Polar Plunge. Town Board agreed six members to one to use funds from their outside agency funding budget to match the funds employees contribute with an amount not to exceed \$5,000.00.

Jill Burrell at 672 Dakota Way in Windsor expressed her gratitude for the Engineers Week proclamation.

B. CONSENT CALENDAR

1. Minutes of the January 24, 2022 Town Board Regular Meeting - K. Frawley, Town Clerk
2. Minutes of the February 7, 2022 Town Board Special Meeting - K. Frawley, Town Clerk
3. Resolution 2022-04 Making Certain Findings of Fact Concerning the Trevenna Annexation and Establishing Public Hearing Dates - P. Hornbeck, Senior Planner
The owner/applicant Mr. John Donaldson of WNDSR15, LLC, represented by Ms. Kristin Turner of TB Group, has submitted a petition to annex approximately 78 acres to the Town of Windsor with a zoning of Single Family Residential Two (SF-2).

The purpose of this resolution is to make certain findings of fact concerning the annexation, determining substantial compliance with the Colorado Municipal Annexation Act (Act). The Act requires that after a conforming annexation petition has been submitted, Town Board shall set a hearing date to determine if the allegations made in the petition are supportable and if the property is eligible for annexation. Said hearings will be held on March 16, 2022 by the Planning Commission and March 28, 2022 by the Town Board.

4. Resolution No. 2022 - 05 A Resolution Approving the Memorandum of Understanding ("MOU") for the "Beat Auto Theft Through Law Enforcement" ("BATTLE") Plan - R. Klimek, Police Chief

The attached Memorandum of Understanding (“MOU”) for the Beat Auto Theft Through Law Enforcement (“BATTLE”) Plan is an auto theft task force consisting of the following agencies: Colorado State Patrol, Weld County Sheriff’s Office, Larimer County Sheriff’s Office, Colorado Department of Revenue, Federal Bureau of Investigation, and the Greeley, Evans, Frederick, Loveland, Fort Collins, Colorado State University, and Longmont Police Departments. By renewing this MOU, it will enable the police department to access equipment, technology, and other resources not currently available to our specific department, to address auto theft issues.

5. Report of Bills January 2022 - D. Moyer, Finance Director

Mayor Pro Tem Bennett moved to approve the consent calendar 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.

C. BOARD ACTION

1. Public Hearing, Ordinance No. 2022-1643, Poudre Heights Valley Metropolitan District

The Poudre Heights Valley Metropolitan District has applied for Service Plan approval in accordance with Chapter 19, Article I of the *Windsor Municipal Code*. The Service Plan has been reviewed extensively by Special Counsel Carolyn Steffl, and her staff memorandum is attached. The District's representatives have been responsive to Ms. Steffl's comments and suggestions.

Board Member Cline moved to open the public hearing, 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.

Discussion ensued between Town Board, staff, and Ms. Steffl.

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

Board Member Cline 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, Wilson; Motion Passed.

2. Ordinance No. 2022-1643 - An Ordinance Approving The Service Plan For The Poudre Heights Valley Metropolitan District And Authorizing The Execution Of An Intergovernmental Agreement Between The Town And The District

This action item follows the Public Hearing on the matter. The statutory criteria for Service Plan approval have been presented by Special Counsel Carolyn Steffl. A finding that all statutory criteria have been met by the District's proponents compels approval of the Service Plan.

Discussion ensued between staff and Town Board.

Mayor Pro Tem Bennett moved to approve Ordinance No. 2022-1643, Town Board Member Sislowski seconded the motion. Roll call on the vote resulted as follows; Yeas - Bennett, Charpentier, Cline, Rennemeyer, Sislowski, Tallon, Wilson; Motion Passed.

Public Hearing, Ordinance No. 2022-1644, Designation of 408 Walnut Street as a Historic Landmark

The property owners of 408 Walnut Street, Mrs. Caitlin Heusser and Mr. Caleb Heusser, have submitted a nomination to designate the property as a local historic landmark. A house was first built on the property around 1896, while the present house was built sometime between 1900 and 1905.

Town Board Member Sislowski moved to open the public hearing, 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.

Discussion ensued between Town Board and staff.

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

Town Board Member Sislowski moved to close the public hearing, 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 2022-1644 - An Ordinance Designating the Residence Located at 408 Walnut Street a Historic Landmark Pursuant to Chapter 15, Article XVI of the Windsor Municipal Code

Please refer to the previous agenda item for discussion and recommendation.

Discussion ensued between Town Board and staff.

Mayor Pro Tem Bennett moved to approve Ordinance No. 2022-1644, 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.

5. Public Hearing, Ordinance No. 2022-1645, Designation of 116 5th Street as a Historic Landmark

Historic Preservation Commission Chair Ms. Jean Zuckweiler, on behalf of the Town of Windsor, has submitted an application to designate 116 5th Street as a local historic landmark. The building was constructed in 1909 to serve as town hall for Windsor and is listed on the National Register of Historic Places. More detailed information on the history and architecture of the building can be found in the attached materials.

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

Discussion ensued between Town Board and staff.

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

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

6. Ordinance 2022-1645 - An Ordinance Designating the 1909 Windsor Town Hall, Correctional Facility and Fire Station a Historic Landmark Pursuant to Chapter 15, Article XVI of the Windsor Municipal Code

Please refer to the previous agenda item for discussion and recommendation.

Discussion ensued between Town Board and staff.

Board Member Cline moved to approve Ordinance No. 2022-1645, 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.

7. Resolution No. 2022-06 - A Resolution Amending the Monthly Base Fee for Town of Windsor Water Service Customers, and Authorizing the Implementation of Such Rates

Town Board Member Wilson moved to approve Resolution No. 2022-06 as amended with the modification of the year, 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.

8. Resolution No. 2022-07 - A Resolution of the Windsor Town Board of the Town of Windsor, Colorado Authorizing the Town Clerk to Appoint Election Judges for the Regular Election

The attached resolution is required to allow the Town Clerk to appoint election judges for the April 5, 2022 mail ballot election. Election judges are statutorily required to be appointed at least 15 days before the election, which is March 21, 2022.

Discussion ensued between Town Board and staff.

Town Board Member Sislowski moved to approve Resolution No. 2022-07, 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.

9. Resolution No. 2022 - 08 A Resolution Declaring a Non-Contested Election for Town of Windsor District 6, and Declaring Election of Jason Hallett as Representative to the Town Board from District 6 Pursuant to Section 31-10-507, C.R.S.

The deadline for submission of nomination petitions and affidavit of intent to be a write-in candidate closed on January 31, 2022. The Town Clerk received one valid nomination petition from Jason Hallett and did not receive any affidavits of intent to be a write-in candidate, making District 6 uncontested. The attached resolution would authorize the Town Clerk to declare District 6 uncontested and will declare Jason Hallett elected to serve as District 6 representative commencing April 5, 2022. Mr. Hallett will assume office following the election in accordance with the Charter's requirements for elected officials.

Discussion ensued between Town Board and staff.

Board Member Cline moved to approve Resolution No. 2022-08, 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.

D. COMMUNICATIONS

1. Communications from Town Attorney

Per Mr. McCargar, over the past weekend, Town Hall hosted the Fort Collins High School mock trial team to participate in the virtual regional competition. Although the Fort Collins team did not win, they did very well. Mr. McCargar expressed his appreciation and best wishes for Paul Hornbeck, Senior Planner who will be leaving Town employment at the end of the week.

2. Communications from Town Staff

Per Mr. Ballstadt, expressed his appreciation for Paul Hornbeck and all his work on major projects over the last eight years.

a. Financial Report December 2021

3. Communications from Town Manager

Per Mr. Hale, the financial report is included in the packet as well as the monthly board report. The Mayor and himself will be attending the CML legislative workshop on Thursday and of particular interest is the mandatory collective bargaining bill that is out. Mr. Hale also would like to express his gratitude and best wishes to Paul Hornbeck as he moves on from the Town.

a. Monthly Board Report

1. Strategic Growth

Staff is working on several key parcels at this time that will aid in our strategic growth - the largest of these is Shur View. Greeley has obtained significant grant funding to help support this effort. Additionally, the Open Space & Trails Master Plan is anticipated to be adopted in early March and will be our guide as we continue acquisitions of key parcels for years to come.

2. Sustainable Infrastructure

The 17th Street trail connection is now complete (less the landscaping). This is a significant milestone in that the core of Windsor is now two-thirds looped! With the new year, we will begin posting bids for multiple construction projects in 2022.

3. Vibrant and Healthy Economy

Three new restaurants announced they are coming to the Windsor Downtown Area. Mo Betta Gumbo should be open sometime in February. The Cancun Mexican Grill and Cantina leased the former Okole Maluna space. William Oliver's Colorado Pub & Eatery is making plans as well. Staff has reached out to the owners of the former Lonesome Buck space. They are working on negotiating a lease currently, but no announcements yet. Staff is also working on a couple of other restaurant concepts for Windsor; area locations have been submitted, but no final decision has been made. Freddy's Frozen Custard & Steamburgers opened on January 25th at 435 E. Main Street in the East Pointe Business Park.

4. Communications from Town Board

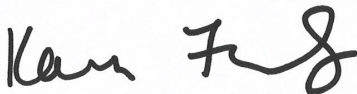
Town Board Cline congratulated the Windsor High School girls swimming team for taking second in the state competition. Town Board Member Cline also congratulated Windsor High School for sending five boys to the state competition in wrestling.

Mayor Rennemeyer reminded all about Coffee with the Mayor on Friday from 10:00 to 11:00 a.m. located at the Community Recreation Center.

E. ADJOURN

Town Board Member Tallon moved to adjourn, Town Board Member Sislowski 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 8:56 p.m.



Karen Frawley, Town Clerk