



## TOWN BOARD REGULAR MEETING

February 28, 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 7:15 p.m.

##### 1. Roll call

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

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

Scott Charpentier

Also Present:

Shane Hale, Town Manager  
Ian McCargar, Town Attorney  
Jess Humphries, Administrative Services Director  
Rick Klimek, Police Chief  
John Thornhill, Community Development Director  
Scott Ballstadt, Planning Director  
Stacy Miller, Economic Development Director  
Dean Moyer, Finance Director  
David Eisenbraun, Senior Planner  
Karl Gannon, Budget Analyst  
Kim Lambrecht, Planner I  
Aaron Lopez, Police Commander  
Ben Bodiker, Visual Media Coordinator  
Karen Frawley, Town Clerk

##### 2. Pledge of Allegiance

Mayor Rennemeyer asked Town Board Member Wilson 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

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

#### 4. Board Liaison Reports

- Town Board Member Charpentier - Chamber of Commerce, Clearview Library Board
- Town Board Member Wilson - Planning Commission, Larimer County Behavioral Health Policy Council Mayor Pro Tem Bennett – Water and Sewer Board, 34, and I-25 Coalition's, Windsor Arts Commission
- Town Board Member Cline – Tree Board, Poudre River Trail Corridor Authority, Historic Preservation Commission
- Town Board Member Tallon - Parks, Recreation and Culture Advisory Board, Great Western Trail Authority
- Town Board Member Sislowksi - Windsor Housing Authority, Windsor Severance Fire District
- Mayor Rennemeyer - Downtown Development Authority, North Front Range MPO

Town Board Members provided their board liaison reports.

#### 5. 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 February 14, 2022 Town Board Regular Meeting - K. Frawley, Town Clerk
2. Resolution 2022- 09 -A Resolution Approving the Underwriter Engagement Agreement Dated February 16, 2022, Between the Town of Windsor and Stifel, Nicolaus & Company Regarding the Financing of Public Works Projects - D. Moyer, Finance Director

In December of 2021, we issued a Request for Proposals to hire an underwriter. The intent is to assist us in financing a number of upcoming, expensive Public Works Projects. Shane and members of the Finance Department staff held interviews of the two finalists. The group recommended that we select Stifel, Nicolaus & Company to serve in this capacity. The attached Resolution 2022-09 formally approves the agreement.

**Town Board Member Wilson 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, Sislowksi, Tallon, Wilson; Motion Passed.**

## C. BOARD ACTION

1. 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 and First Reading. 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.

As to the items raised by Town Board during the Public Hearing:

- Special Counsel has confirmed that District annual reports and audits are by statute required for inclusion in the District's website. For this reason, the Service Plan has not been modified; the requirement is baked into the law. This is the same approach we took with the recent Prairie Song districts.
- The Public Art Plan has been addressed in Section 34 of the IGA (Exhibit G to the Service Plan). This language essentially incorporates the Town's Community Art Policy, which was incorporated into the Code by Ordinance No. 2021-1624.

Discussion ensued between Town Board and staff.

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

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

1. Ordinance No. 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

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 approved the ordinance on first reading and nothing has changed since that time.

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

**Town Board Member Wilson moved to approved Ordinance No. 2022-1644, Board Member Cline seconded the motion. Roll call on the vote resulted as follows; Yeas - Bennett, Charpentier, Cline, Rennemeyer, Sislowski, Tallon, Wilson; Motion Passed.**

3. Ordinance No. 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

Historic Preservation Commission Chair Ms. Jean Zuckweiler, on behalf of the Town of Windsor, has submitted an application to designate 116 5<sup>th</sup> 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 approved the ordinance on first reading and nothing has changed since that time.

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

**Town Board Member Sislowski moved to approve Ordinance No. 2022-1645, 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. Resolution No. 2022 -10- A Resolution Appropriating Additional Sums of Money to Defray Expenses in Excess of Amounts Budgeted for the Town of Windsor, Colorado for 2021

Discussion ensued between Town Board and staff.

**Town Board Member Tallon moved to approve Resolution No. 2022-10, 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 two executive sessions and the motion will need to include verbatim the agenda titles.
2. Communications from Town Staff  
Per Chief Klimek, the Polar Plunge will take place on April 9th at Windsor Lake.
  - a. Windsor Police Department January 2022 Statistical Report
  - b. Election Judge Follow-up
3. Communications from Town Manager  
Per Mr. Hale, there will be a kick off meeting with Tanko Lighting tomorrow.
4. Communications from Town Board  
Coffee with the Mayor will be held on March 11, 2022 at the Community Recreation Center from 10 to 11 am.

## E. EXECUTIVE SESSION

1. An Executive Session Pursuant to Colorado Revised Statutes § 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; Potentially Available Property. (David Eisenbraun, Senior Planner; Shane Hale, Town Manager)
2. 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 Economic Development. (Stacy Miller, Director of Economic Development)

**Town Board Member Sislowski moved to enter into an executive session pursuant to Colorado Revised Statutes § 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; potentially available property as well as 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 economic development, 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 8:07 p.m.

Upon a motion duly made, the Town Board returned to the Regular Meeting at 9:40 p.m.

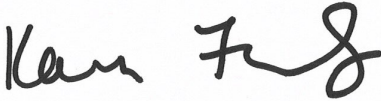
The Executive Session was closed and the Town Board returned to the Regular Meeting.

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 9:40 p.m.

## F. ADJOURN

**Town Board Member Tallon 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 9:40 p.m.

A handwritten signature in black ink, appearing to read "Karen Frawley". The signature is written in a cursive style with a large, stylized initial "K".

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Karen Frawley, Town Clerk