



**TOWN BOARD WORK SESSION**  
December 17, 2012 – 6:00 P.M.  
301 Walnut Street, Windsor, CO 80550

The Town of Windsor will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (970) 674-2400 by noon on the Thursday prior to the meeting to make arrangements.

---

**GOAL of this Work Session is to have the Town Board receive information on topics of Town business from the Town Manager, Town Attorney and Town staff in order to exchange ideas and opinions regarding these topics.**

**Members of the public in attendance who have a question related to an agenda item are requested to allow the Town Board to discuss the topic and then be recognized by the Mayor prior to asking their question.**

**AGENDA**

- 6:00        1. Residential street speed limit discussion – D. Thompson
- 6:30        2. Special event liquor licensing discussion – K. Arnold
- 7:00        3. Park regulations review –K. Arnold
- 7:25        4. Future Meetings Agenda
- 5. Adjourn

Members of the Town Board, Town Manager and Town Attorney will be meeting after the work session at Austin's at Pelican Lakes, 1600 Pelican Lakes Drive, Windsor, CO 80550.



---

## MEMORANDUM

**Date:** December 17, 2011  
**To:** Mayor and Town Board  
**From:** Kelly Arnold, Town Manager  
**Re:** December 17<sup>th</sup> Work Session Summaries  
**Item :** Work session 1, 2 & 3

There are three topics to cover in the December 17<sup>th</sup> work session. Here is a brief summary on each.

### Residential Speed Limit

This summer Town Board member Don Thompson had some concerns in the Bison Ridge neighborhood brought to his attention about the local street speed limit of 30 Miles Per Hour (MPH). He discussed his concerns with staff and is now requesting that the Town Board consider discussing the standard 30 MPH on local and residential streets.

Staff and Mr. Thompson have discussed a wide variety of options and issues including no change, allowing neighborhoods request modifications (more than likely lower) to the 30 MPH, changing the local street standard throughout Windsor, and other related items.

Based upon Mr. Thompson's presentation and Town Board's interest, staff would request that direction be provided so staff may bring back further information at a later work session.

### Special Event Liquor Licenses

Based upon recent discussions regarding special events and Town sponsored events at Boardwalk Park and Main Park, staff has reviewed a wide variety of statutory liquor licensing regulations that might be endorsed by Town Board and used during these events. Town Board should provide preferred interest in having staff develop more information on possible modifications to our Special Event Liquor licensing process.

Attached is a staff memo that outlines some of the statutes that were reviewed and conclusions. The recommendation is to provide staff guidance on interest in developing a formal proposal for implementing a more regular and larger liquor area during events, including the Thursday night concert series.

## Park Regulations

This summary and proposed regulation were reviewed on October 1, 2012 at work session, and passed by Resolution on October 22, 2012. An Ordinance also passed first reading on October 22, but was indefinitely postponed at second reading on November 13, 2012. Of particular interest to the Town Board were the topics excluding 3.2% beer from all parks and charcoal barbeques from Boardwalk Park. The proposed rules and regulation changes are noted below. Of particular interest to the Town Board were the topics excluding 3.2% beer and grills.

- Grills prohibited allowed except in grills provided (Charcoal grills would be installed at Boardwalk Park).
- Alcohol prohibited. (Special Event liquor licensing would allow for a variety of options and types of alcohol on selected venues).
- Tents restricted after 6pm.

Only a few other ideas have come from public comment. One idea is to start to charge for the use of the beach. The thought behind this idea is that less people might use the beach if there was a charge. Another idea was to exclude boat users from any rule modifications or have a separate area for boaters with a different set of rules.

The purpose of this topic being rescheduled is for the Town Board to determine if there is any interest on this topic right now and what ideas merit staff and Board time.

Staff has also implemented other strategic processes to increase the visibility and effectiveness of enforcing rules and regulations in Windsor parks, especially Boardwalk Park. These include:

- Cross training Parks, Recreation & Culture staff to assist in “educating” the public about various rules and regulations.
- Greeley Police Department Gang Unit assisted Windsor PD with training on what to watch for and how to interact with gang members.
- The Department of Parole will continue to assist with a presence in parks to identify parole violators and implement further restrictions or jail for violation.
- The Weld County Warrant Division will continue to assist with monitoring individuals who have outstanding warrants. These non-uniformed officers know the wanted suspects.
- Establishing a protocol to indicate that when an individual commits a crime in Windsor parks (such as disorderly conduct, disturbing the peace, or assault) and is arrested, notation on the bonding form requests to exclude that person from the park until the case has reached a disposition.

Work session memo

December 17, 2012

Page 3

- Implementing a Park Ambassador volunteer program that puts extra eyes and ears in the park and assists in “educating” the public about various rules and regulations.



---

## MEMORANDUM

**Date:** December 17, 2012  
**To:** Mayor and Town Board  
**Via:** Kelly Arnold, Town Manager  
**From:** Patti Garcia, Town Clerk  
**Re:** Liquor license options for public parks  
**Item #:** Work session - 2

### **Background / Discussion:**

Pursuant to discussions by the Town Board regarding liquor licensing options for public parks, the following is an overview of options that were investigated.

#### Common Consumption Area/Entertainment District

SB 11-273 authorizes the consumption of alcohol from liquor licensed establishments to extend beyond those facilities into a locally defined and approved common area. The area must be defined by physical barriers which limit vehicle and pedestrian traffic (it cannot cross a state highway). An Entertainment District is the first step to establishing the Common Consumption Area – it must be between 20,000 square feet and 100 acres in size and contain at least twenty thousand square feet of premises licensed as a tavern, hotel and restaurant, brew pub, retail gaming tavern, or a vintner's restaurant when the district is created. There are currently no areas within Windsor that meet the combined requirements for an Entertainment District/Common Consumption Area.

#### Arts License

An Arts License is one that permits non-profit corporations and municipalities to sell liquor to patrons of artistic and cultural performances for consumption on the premises in connection with such performances. It would require going through an application process which includes meeting the needs and desires of the neighborhood and licensing a defined premise. A premise is defined as "a distinct and definite location, which may include a building, a part of a building, a room, or other definite contiguous area" (CRS 12-47-103(24)). This is not an option due to the lack of a defined area and liquor storage requirements but could be a possibility for the Art & Heritage Center if there was ever a desire to have the premise licensed.

#### Special Event Permit

The Special Event Permit has a broad premise location requirement as it is on a case by case basis and is approved at the local level for efficiency. Any non-profit that meets the eligibility requirements of the Special Event Permit could apply. The cost would be the same for each entity; \$100 per application with the ability to be permitted for up to 15 days or the Town could waive the fee, if desired. The non-profit would not need to apply for each event for the same premise (ie Boardwalk Park) but could include multiple days on the same application. If a premise is licensed under a Special Event permit, no other alcohol is allowed; no "outside" alcohol is permitted, similar to a restaurant.

There are several options regarding the establishment of a premise at Boardwalk Park. If the entire park is licensed it would be recommended that a check-in point be established where coolers & bags would be checked to ensure compliance; this could be coordinated by the non-profit holding the Permit. Another option would be to license a portion of Boardwalk Park, as it has been done in the past. Both options would require temporary fencing or barriers to be set up; a smaller area is more feasible due to the cost of the fencing/barriers and staff time required for set up/tear down.

Exemption for open container

Several home rule mountain communities have by-passed liquor enforcement and adopted ordinances that allow for alcohol in their parks for community events (such as mid-week evening concerts, not large public events). Liquor enforcement does not support or acknowledge this option and is not recommended.



## FUTURE TOWN BOARD MEETINGS

Work Sessions & Regular Meetings will be held in the Board Chambers unless otherwise noted.

---

December 24, 2012	Town Board Meeting – Cancelled
December 31, 2012	New Year's Eve – Town Hall closed
January 7, 2013 6:00 p.m.	Town Board Work Session Community Recreation Center Expansion discussion Fine Arts Festival presentation – J. Rose
January 14, 2013 5:30 p.m.	Board/Manager/Attorney Monthly Meeting
January 14, 2013 7:00 p.m.	Town Board Meeting Kern Board Meeting
January 21, 2013 6:00 p.m.	Town Board Work Session NFRMPO bike corridor presentation – Aaron Fodge, NFRMPO
January 28, 2013 6:00 p.m.	Town Board Work Session Amendment 64 discussion
January 28, 2013 7:00 p.m.	Town Board Meeting
February 4, 2013 6:00 p.m.	Town Board Work Session Town of Severance Joint Work Session I-25 study update – Myron Hora, CDOT
February 11, 2013 5:30 p.m.	Board/Manager/Attorney Monthly Meeting
February 11, 2013 7:00 p.m.	Town Board Meeting
February 18, 2013 6:00 p.m.	Town Board Work Session CIP unfunded project discussion Future park development policy discussion
February 25, 2013 6:00 p.m.	Town Board Work Session
February 25, 2013 7:00 p.m.	Town Board Meeting
March 4, 2013 6:00 p.m.	Town Board Work Session
March 11, 2013 5:30 p.m.	Board/Manager/Attorney Monthly Meeting
March 11, 2013 7:00 p.m.	Town Board Meeting Kern Board Meeting
March 18, 2013 6:00 p.m.	Town Board Work Session
March 25, 2013 6:00 p.m.	Town Board Work Session

March 25, 2013                      Town Board Meeting  
7:00 p.m.

**Additional Events**

March 9-13, 2013                      National League of Cities Congressional City Conference

**Future Work Session Topics**

Golf carts follow up  
Davis Seepage Pipe Drain and Law Basin West Tributary Channel follow up  
Liquor licensing authority discussion